

TOWN OF COTTESLOE



FULL COUNCIL MEETING MINUTES

ORDINARY MEETING OF COUNCIL
HELD IN THE
Council Chambers, Cottesloe Civic Centre
109 Broome Street, Cottesloe
7.00 PM, Monday, 28 November, 2011

9 December 2011

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1 DECLARATION OF MEETING OPENING/ANNOUNCEMENT OF VISITORS

The Mayor announced the meeting opened at 7:00 PM.

**2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)****Elected Members**

Mayor Kevin Morgan	Presiding Member
Cr Jack Walsh	
Cr Greg Boland	
Cr Katrina Downes	
Cr Yvonne Hart	
Cr Peter Jeanes	
Cr Sally Pyvis	
Cr Rob Rowell	
Cr Victor Strzina	

Officers

Mr Carl Askew	Chief Executive Officer
Mr Geoff Trigg	Manager Engineering Services
Mr Andrew Jackson	Manager Development Services
Mrs Julie Ryan	Development Services Secretary

Apologies

Nil

Officer Apologies

Mr Mat Humfrey	Manager Corporate & Community Services
Mrs Lydia Giles	Executive Officer

Leave of Absence (previously approved)

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 PUBLIC STATEMENT TIME

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Moved Mayor Morgan, seconded Cr Strzina

That Cr Strzina request for leave of absence for the February 2012 round of meetings be granted.

Carried 9/0

Moved Cr Jeanes, seconded Mayor Morgan

That Cr Jeanes request for leave of absence the December 2012 round of meetings be granted.

Carried 9/0

Moved Cr Walsh, seconded Mayor Morgan

That Cr Walsh request for leave of absence the February 2012 round of meetings be granted.

Carried 9/0

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Cr Strzina, seconded Cr Boland

[Minutes October 31 2011 Council.DOC](#)

The Minutes of the Ordinary meeting of Council held on Monday, 31 October, 2011 be confirmed.

Carried 9/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

In addressing the new Council the Mayor welcomed and congratulated the four new Councillors as well as those returning for another term and expressed his thanks to those elected members who previously served on Council. The Mayor took the opportunity to highlight that now was a crucial time for Cottesloe Council and its community with a number of significant projects and activities before it. Draft LPS 3 has been forwarded to the WAPC and the Mayor noted that whilst the Minister has yet to be briefed on it there was an opportunity for Council to meet with him after he has been briefed to outline Council's position and reasoning behind its submission, including the use of the EbD outcomes and principles, as the basis for its September resolution, including the preferred 12 metre street frontage at the beachfront, with side and front setbacks allowing another 6 metres of extra height in developing some of the rear portions of only 3 of the 12 or so central foreshore sites.

There was no backflip in Council's September resolution, which merely extrapolated across the whole foreshore the outcomes from the EbD, which was itself the compromise process to determine height limits for the 2 beachfront hotel sites. We also revisited and more rigorously applied the EbD principles to the 2 hotel sites to fully push the envelope on both those sites.

The Mayor took the opportunity to reiterate the Council position that the beachfront required a human scale of quality development with opportunity to revitalise and develop the precinct in line with the EbD and that that process had previously enjoyed both State Government and community input and support, and provided for appropriate height limits in order to maintain and preserve the State's most iconic beachfront whilst also allowing for future development. The final Council position was a compromise that maintained the intent and principles of the EbD which also captured a majority of broad community support and that the extrapolation of those principles across all sites had been recognised and supported by Council. This allowed for up to 18 metres on the two hotel sites and with one other location also having opportunity for a portion of its site up to 18 metres. The Mayor reiterated the Council position that these height limits were "absolutes" and that maximum limits were essential if Council was to preserve the critical ingredients at the beachfront that make it iconic. The challenge was to inform the Minister whilst ensuring the whole beachfront precinct retained its character by customising planning and inducements for each of the individual properties.

It has been six years since the commencement of the process of LPS 3 and the Mayor noted that all Planning Schemes required review on a regular basis and that, with significant changes in the last six years to future city planning and development, such as the State Directions 2031, it was now time for Council to revisit its assumptions and projections for LPS 3 and plan for its next Scheme Review. Disappointingly the dominance of the beachfront properties had held up development throughout the remainder of the Town and it was now appropriate to start the next phase of planning for our Town.

In relation to other issues facing the Town the Local Government Reform Agenda has continued to dominate and the recent State Government's supposedly Independent Review was currently underway and would impact upon the future of the Town. The Mayor reinforced the Council's resolved position in relation to local reform with neighbouring Councils in order to preserve local identity and representation whilst taking advantage of increased capacity to better deliver current and future services. The Council's position is that initial reforms should be consistent with the National's Regional Subsidiaries Bill currently before Parliament, which also offered opportunity for Cottesloe and its neighbours to continue to deliver services whilst maintaining local decision making. He urged Council to maintain its position of working with the Towns of Claremont and Mosman Park and the Shire of Peppermint Grove under the concept of a Regional Council. A Regional Council would enable them to collectively manage the Wearne site which is vested in them, otherwise the site should be vested in Cottesloe alone, so there is one voice at the table with the State in structure planning to develop between Wearne and the soon to be vacated Deaf School.

A Regional Council might also oversee a regional bus service dedicated for use only by local school students, and better advocate for a whole of peninsula solution to sink the railway line from North Fremantle and put above it to at least West Coast Highway if not Aberdare Road a boulevard dedicated to through traffic, leaving Stirling Highway to more localised traffic, and saving the millions to be otherwise spent on land resumptions, with some of the cost defrayed by developing adjacent to but not on the now streamlined railway and traffic reserve.

Specifically the Mayor said that informal talk by Landcorp officers indicated that the future of Curtin Avenue may soon be the subject of talks with Landcorp, and provide potential opportunities for the Town in terms of reducing traffic congestion, improving east-west connectivity and transit orientated developments. He was of the opinion that the time was now right to galvanise the support of our neighbours for ambitious projects such as sinking of the rail line throughout the peninsula as an alternative to the current SHACS study. In relation to upcoming major capital works for the Town the Mayor highlighted the foreshore, the depot, the Town Centre and Curtin Avenue as areas requiring focus during 2012.

In conclusion the Mayor indicated that he would be catching up with each of the new Councillors in the coming weeks to discuss with them their aims and aspirations for the Town and to discuss the Towns strategic priorities and goals for 2012.

8.1 SUSPENSION OF STANDING ORDER 12.1 – MEMBERS TO RISE

BACKGROUND

At the September 2006 meeting of Council it was agreed that the suspension of Standing Order 12.1 be listed as a standard agenda item for each Council and Committee meeting.

Standing Orders 12.1 and 21.5 read as follows:

Members to Rise

Every member of the council wishing to speak shall indicate by show of hands or other method agreed upon by the council. When invited by the mayor to speak, members shall rise and address the council through the mayor, provided that any member of the council unable conveniently to stand by reason of sickness or disability shall be permitted to sit while speaking.

Suspension of Standing Orders

- (a) The mover of a motion to suspend any standing order or orders shall state the clause or clauses of the standing order or orders to be suspended.
- (b) A motion to suspend, temporarily, any one or more of the standing orders regulating the proceedings and business of the council must be seconded, but the motion need not be presented in writing.

COUNCIL RESOLUTION:

Moved Cr Strzina, seconded Cr Boland

That Council suspend the operation of Standing Order 12.1 which requires members of Council to rise when invited by the Mayor to speak.

Carried 9/0

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

CONSIDERATION OF REPORTS BY COUNCIL

The Mayor advised that the Council process for considering reports was that members would advise him of items that they required to be ~~withdrawn~~ for further discussion and that all remaining reports would then be moved ~~en bloc~~ as per the Committee recommendation.

For the benefit of the members of public present, the Mayor determined to consider the following withdrawn items for consideration;

Development Services Committee

- 11.1.1 No. 9 Warton Street . Alterations to Ground Floor, New Carport and Upper Floor Addition
- 11.1.2 No. 151 Marine Parade - North Cottesloe Surf Life Saving Club . Modification to Lower Ground Floor to Accommodate Fire Tanks And Pumps (Including New Changes To Lease Boundary)

The remaining items of the Development Services were dealt with en-bloc.

- 11.1.3 Lots 285, 501 & 504 Curtin Avenue, Mosman Park - MRS Amendment to Allow Expansion of The Beehive Montessori School, Mosman Park . Formal Consultation
- 11.1.4 Notice of Motion . Suggestions for Public Signage Improvements at Foreshore and Generally

The following items from Works & Corporate Services Committee were withdrawn for consideration and moved separately

- 11.1.4 Grant Marine Park - Requests for Wedding Ceremonies
- 11.1.5 Suncorp Event Application
- 11.1.6 Request for Access Road to Curtin Avenue From Cottesloe Railway Parking Area
- 11.1.11 The Grove Library Reinjection Bore

The remaining items from Works & Corporate Services Committee were moved ~~en bloc~~

- 11.1.1 Cottesloe Surf Life Saving Club Drinks Service
- 11.1.2 Daip 5 Year Review
- 11.1.3 Procott Agreement

- 11.1.7 Request for Row 21 Cottesloe To Be Exempt From Future Upgrading
- 11.1.8 2011/2012 Road Safety Improvement and Speed Restriction
- 11.1.9 Blackspot Submissions for 2012/2013
- 11.1.10 Speed Control and Safety Improvement, Broome Street, Cottesloe
- 11.1.12 Statutory Financial Reports for the Period 01 July 2011 to 31 October 2011
- 11.1.13 List of Account Paid for the Month of October 2011
- 11.1.14 Schedule of Investments and Loans as At 31 October 2011
- 11.1.15 Property and Sundry Debtors Report as At 31 October 2011

10 REPORTS OF OFFICERS

Nil

11 REPORTS OF COMMITTEES**11.1 DEVELOPMENT SERVICES COMMITTEE MINUTES - 21 NOVEMBER 2011****11.1.1 NO. 9 WARTON STREET – ALTERATIONS TO GROUND FLOOR, NEW CARPORT AND UPPER FLOOR ADDITION**

File No: 2271
Attachments: [9 Warton St.pdf](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Ed Drewett
Senior Planning Officer

Proposed Meeting Date: 21 November 2011

Author Disclosure of Interest: Nil
Property Owner: Peter Hawken & Jennifer Gardiner
Applicant: As above
Date of Application: 19 August 2011
Zoning: Residential
Use: P - A use that is permitted under this Scheme
Lot Area: 509m²
M.R.S. Reservation: Not applicable.

SUMMARY

This application is seeking the following variations to Council's Scheme, front setback resolution and the Residential Design Codes (RDC):

- Front setback;
- Setback to western boundary;
- Visual Privacy; and
- Carport on eastern boundary.

Each of these aspects is discussed in this report and refers to plans received on 19 August 2011.

Given the assessment that has been undertaken, the recommendation is to conditionally approve the application.

PROPOSAL

The proposed alterations and additions comprise:

Ground floor

- New single carport (in front of existing carport), driveway and crossover;
- Internal alterations (converting kitchen to study, front living room to bedroom, dining area to new stairway); and
- New timber deck adjoining side entry.

Proposed Upper floor

- Living/dining area, kitchen and powder room; and
- Front balcony.

STATUTORY ENVIRONMENT

- Town of Cottesloe Town Planning Scheme No 2
- Residential Design Codes

PROPOSED LOCAL PLANNING SCHEME NO.3

No change is proposed to the zoning of this lot.

MUNICIPAL INVENTORY

Not applicable.

APPLICATION ASSESSMENT**AREAS OF NON-COMPLIANCE****Town Planning Scheme Policies/Council Resolutions**

Control	Required	Proposed
Streetscape	6m (Council resolution 28/10/02)	4.35m to upper-floor front balcony (complies with RDC)

Residential Design Codes

Design Element	Acceptable Standards (from western boundary)	Provided	Performance Criteria Clause
6.3 . Boundary setback	1.3m (to stairway enclosure); 2.8m (to balcony); 3m (to living room window)	0.86m 2.2m 2.2m	Clause 6.3.1
6.3 . Boundary setback	Average 3m height (to carport on eastern boundary)	3.5m	Clause 6.3.2

6.8 . Privacy	7.5m	2.2m (from living room window); 2.2m & 4.5m from balcony)	Clause 6.8.1
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ADVERTISING

The Application was advertised as per Town of Cottesloe Town Planning Scheme No 2. The advertising consisted of a letter to 3 adjoining owners. Two responses were received (by email) as summarised below:

E F Clements, 7 Warton Street

- Objects to proposed upper-floor west-facing full length window as it will overlook steps and pathway to main entrance and it would be confronting to see people standing there.

A Cornish, 11 Warton Street

- Concerned that proposed front balcony will be imposing.

APPLICANT'S JUSTIFICATION

The applicant has provided detailed written justification for the variations sought (see attached). The main points are summarised as follows:

Proposed balcony

- The proposed upper-floor extension has been designed to sit over the existing dwelling and so the balcony is forward of the front wall;
- In order to provide useable space for a small table and chair on each side the balcony needs to be at least 2m deep.
- To tie in visually with the wall at the front of the house the proposed balcony is the same width;
- To minimise its visual impact the balcony will be an open floating design with a lightweight support structure;
- Given that the neighbour to the east at 11 Warton Street has a high front wall of approximately 2.5m we consider our proposed balcony is a minor projection and will not unduly detract from the streetscape. We understand that the balcony does not project further than that permitted under the RDC; and
- Other houses on Warton Street are closer than 5m to the front boundary such as the house under construction on the corner Warton Street/Marine Parade and the house on the corner Warton Street and the Curtin Avenue slip road. A new house four doors to the east has a setback of approximately 4.5m at one point. There is also a 3-storey block of flats two doors to the west at 5 Warton Street.

Reduced setback from upper floor stairs to western boundary

- The small dining nook in the existing house lends itself to accommodating the stairwell to the upper floor as it is approximately 2.8m². To place the stairwell anywhere else would compromise the design and be much more costly. The

west wall is designed to sit on the existing wall. The rest of the west side of the upper-floor extension will be setback 2.2m from the western boundary; and

- The upper floor stairwell will be opposite a 5m long windowless wall of No. 7 which is setback 2.4m from the boundary and as such it will have minimal impact on the neighbour in terms of building bulk or affecting prevailing breezes and it will assist in improving privacy as the existing ground floor dining room window will be removed.

Reduced setback from upper-floor balcony and living-room window to the western boundary and overlooking

- A greater setback would compromise the architectural design as the western edge of the balcony and living room would not line up with the existing ground floor;
- The only habitable area of the property to the west (No. 7) that can be seen from the proposed balcony and living room window is the front balcony, front yard and oblique view of the front windows. As these areas are clearly visible to the casual passer-by on the street the proposed reduced setback will not significantly impact on the neighbour. Also as both properties are north-facing and the proposed balcony will be of an open design it will not significantly impact on No. 7 in terms of building bulk, sunlight or ventilation.
- The adjoining property on the eastern side is considerably higher which minimises the overlooking aspect. Also the proposed extension will block some overlooking to the east;
- The primary orientation of anyone using the balcony is to the west to take advantage of the ocean views and to the trees to the north. There is little interest in any easterly aspect towards the high retaining wall; and
- We are prepared to screen the eastern side of the balcony but the adjoining neighbours do not want this as it would potentially reduce their enjoyment of ocean views. This is similar to the situation with our western neighbour where the blinds are left up on the eastern side of the balcony to improve our views.

PLANNING COMMENT

The proposed development complies with Town Planning Scheme No. 2 and the Residential Design Codes with the exception of the following:

Front setback

The proposed upper-floor living area will be situated directly above the existing dwelling and will have a front setback of approximately 6.3m. The remainder of the proposed upper floor will be recessed approximately 7.3m to the new dining area and 10.4m to the enclosed stairway. The majority of the proposed addition is therefore setback well behind the Council's preference for a minimum 6m front setback (Council resolution 28/10/02). However, a (2m deep x 5.5m wide) covered, open-sided balcony with two support columns below is proposed with a front setback of only 4.35m (ie: intrudes 1.65m into 6m setback area).

Under the acceptable development standards of the RDC a 4m minimum front setback is required in a Residential R30 zoned area, although this may be further reduced by up to 50% provided that the area of any building, including a garage or carport, intruding into the street setback area is compensated for by at least an equal

area of contiguous open space between the setback line and a line drawn parallel to it at twice the setback distance (ie: a setback averaging).

In this case, the proposed balcony will be located behind the minimum 4m setback line and fully complies with the acceptable development standards of the RDC.

Notwithstanding this, Council is also required to have regard to the general provisions of Town Planning Scheme No.2 (Clause 5.1.2), Council's resolution for a preferred 6m front setback, and may have regard to Clause 5.3.7 in proposed Local Planning Scheme No. 3 which states:

Despite anything contained in the Residential Design Codes to the contrary, in the case of areas with a residential density code of R30, the local government may require an R20 front setback of 6m to be applied, for the preservation of streetscapes, view corridors and amenity.

Warton Street has a wide verge and contains a variety of older-style houses, some with traditional front verandahs. There is also a 3-storey block of flats to the west of the subject property, a newer two-storey dwelling at 19 Warton Street and a recent large subdivided lot at the western end adjoining Marine Parade. On the opposite side is Wearne Hostel and the School for the Deaf. Most of the residential properties fronting Warton Street appear to have a 6m front setback.

The proposed balcony at 9 Warton Street will intrude 1.65m into the 6m front setback area and therefore could potentially be visually intrusive on the streetscape and have a detrimental visual impact on the eastern neighbour who currently has a westerly outlook as well as a northerly view from their front verandah and raised front terraced area. On the other hand, the proposed balcony will be open-sided thus allowing visual sightlines and views to largely be retained and this open-design will also assist to minimise its visual impact on the streetscape, especially as the remainder of the proposed additions will all be well in excess of Council's normal 6m front setback requirement and the balcony will fully comply with the RDC. Also at its meeting on 22 June 2009 Council approved a significantly larger, partially enclosed balcony, at 64 Marine Parade which has a 4m front setback in an R30 zone, albeit to Marine Parade where westerly views are not impeded.

It is therefore considered that, on balance, the proposed reduced front setback to the proposed open balcony has merit and can be supported.

Side setbacks to western boundary

The proposed upper floor addition will have a side setback of 0.86m to the proposed stairway and a 2.21m setback to the proposed balcony and living room window from the western boundary, in lieu of 1.3m, 2.8m and 3m setbacks required under the acceptable development standards of the RDC.

These setback concessions can be considered under performance criteria, which state:

Buildings set back from boundaries other than street boundaries so as to:

- *provide adequate direct sun and ventilation to the building;*

- *ensure adequate direct sun and ventilation being available to adjoining properties;*
- *provide adequate direct sun to the building and appurtenant open spaces;*
- *assist with protection of access to direct sun for adjoining properties;*
- *assist in ameliorating the impacts of building bulk on adjoining properties; and*
- *assist in protecting privacy between adjoining properties.*

The proposed reduced setbacks will not significantly impact on direct sun and ventilation to the dwelling or the adjoining property on the western side, as both properties will retain uninterrupted northern winter sunshine, and the prevailing winds from the south-west will not be significantly affected as the majority of the upper floor addition will be over 5.5m away from the adjoining dwelling and on its eastern side. Furthermore, the neighbouring property has no major openings on its eastern elevation that will be directly affected by the reduced setbacks and it will not be adversely affected by building bulk. The proposed removal of the ground floor dining room window and possible additional screening to the upper floor living room window will also assist in protecting privacy if required.

The adjoining owner has raised no objection to the proposed reduced setbacks.

Visual Privacy

The proposed upper floor living room window and balcony do not comply with the acceptable development standards of the RDC for visual privacy and therefore need to be assessed under performance criteria, which state:

Direct overlooking of active habitable spaces and outdoor living areas of other dwellings is minimised by building layout, location and design of major openings and outdoor active habitable spaces, screening devices and landscape, or remoteness.

Effective location of major openings and outdoor active habitable spaces to avoid overlooking is preferred to the use of screening devices or obscured glass.

Where they are used, they should be integrated with the building design and have minimal impact on residents' or neighbours' amenity.

Where opposite windows are offset from the edge of another, the distance of the offset should be sufficient to limit views into adjacent windows.

Overlooking from the proposed front balcony will generally be restricted to the front setback area and sides of the raised verandahs on both adjoining properties, which are currently visible from the street. The adjoining eastern neighbour has apparently requested that the eastern side of the proposed balcony not be screened as this may restrict their westerly views.

The overlooking issue that has been raised by the adjoining western neighbour is regarding the proposed location of the upper-floor, full-height, living room window on the western elevation. This is unlikely to result in any direct overlooking of active habitable spaces and outdoor living areas that are not already visible from the street as there are no major openings directly opposite. However, it may be perceived to reduce the adjoining owner's amenity due to additional overlooking of the access to that main entrance, which is located at the rear along the eastern side. In this regard, the applicant has advised that a proposed eave over the existing ground floor

windows will provide a horizontal screen that will obstruct looking into the new upper floor window and they propose to reduce the existing overlooking from the ground floor windows that currently overlook the neighbour's property as follows:

- The existing kitchen area will be converted to a study which be less frequently used than at present;
- The windows to the dining room alcove will be filled-in as this becomes the stair way to the upper floor. There will be a bunker window approximately 0.5m high on the upper floor that will only be able to be looked out of from the top of the stairs and will only provide a view west over the roof of the neighbour's house, not of the ground level; and
- The existing living room to the front will be converted to a bedroom with sheer curtains/blinds to provide privacy.

The applicant is also prepared to screen the lower part of the proposed upper floor living room window if considered necessary. It is therefore recommended that the planning approval be conditioned so that, if in the opinion of the Manager Development Services, the proposed upper floor, lounge room window results in a significant loss of privacy to the neighbour following completion and occupancy of the addition then the lower portion of the window shall be required to be screened.

Carport

The proposed single carport is approximately 3.4m high above NGL on the eastern boundary, which exceeds the acceptable development standard for walls on boundaries to have an average height not exceeding 3m. The carport is therefore required to be assessed under performance criteria, which state:

Buildings built up to boundaries other than the street boundary where it is desirable to do so in order to:

- *make effective use of space; or*
- *enhance privacy; or*
- *otherwise enhance the amenity of the development; and*
- *not have any significant adverse effect on the amenity of the adjoining property; and*
- *ensure that direct sun to major openings to habitable rooms and outdoor living areas of adjoining properties is not restricted.*

The proposed carport will be located behind the front setback area and over an existing driveway making effective use of space in front of the existing single carport. The adjoining property on the eastern side is also significantly higher than the subject property and there is a large solid brick wall along the common boundary, so it is unlikely that the proposed carport will have any significant adverse effect on the amenity of the adjoining property. The neighbour has not objected to the height or location of the proposed carport on the boundary and the height is required to partially support the proposed upper-floor dining/living area above the existing dwelling. On this basis, it is supported under performance criteria.

CONCLUSION

The proposed upper floor addition has been designed to sit above the existing single-storey dwelling to minimise structural alterations and costs. Although this necessitates some variations to the acceptable development standards of the RDC

these have been justified by the applicant and are supported under performance criteria.

The proposed front balcony also complies with the RDC and although it intrudes into Council's preferred 6m front setback area it nevertheless has been designed as an open-sided, lightweight structure to minimise visual impact on the streetscape or views from the adjoining properties.

VOTING

Simple Majority

COMMITTEE COMMENT

Committee discussed the approach to the front balcony setback variation, with some preference for adherence to Council's 6m standard but on balance supported the proposal having regard to design, topography and streetscape. Mr Jackson commented that the open-aspect extension to the existing dwelling and the sloping street meant that the subject portion was not unduly obtrusive. In this respect Committee was receptive to a protective condition that the new balcony not be enclosed in any way.

OFFICER RECOMMENDATION

Moved Cr Walsh, seconded Cr Downes
That Council:

- (1) GRANT its Approval to Commence Development for the proposed alterations to the ground floor, new carport and upper-floor addition at No. 9 Warton Street, Cottesloe, in accordance with the plans submitted on 19 August 2011, subject to the following conditions:
 - a) All construction work shall be carried out in accordance with the Environmental Protection (Noise) Regulations 1997, Regulation 13 - Construction Sites.
 - b) Gutters and downpipes used for the disposal of stormwater runoff from roofed areas shall be included within the working drawings submitted for a building licence.
 - c) The external profile of the development as shown on the approved plans shall not be changed, whether by the addition of any service plant, fitting, fixture or otherwise, except with the written consent of Council.
 - d) The lower portion of the proposed upper-floor, living room window on the western elevation shall be screened, if in the opinion of the Manager Development Services, the window results in a significant loss of privacy to the adjoining western neighbour following its installation.
 - e) The applicant shall apply to the Town for approval to construct a new crossover, in accordance with Council's specifications, which shall be approved by an authorised officer. In this regard, it should be noted that

a minimum 1.5m shall generally be required to be maintained between the base of the street tree and the crossover.

- (2) Advise the submitters of this decision.

AMENDMENT

Moved Cr Boland, seconded Cr Walsh

That the design be amended to have a minimum 6m front setback in accordance with Council's previous Resolution regarding setbacks.

Lost 2/3

AMENDMENT

Moved Cr Strzina, seconded Cr Walsh

That a condition (f) be added to part 1 as follows: The front balcony structure and space underneath shall remain open-aspect as designed and approved, and shall not be enclosed in any way including any form of screens or blinds.

Carried 4/1

COMMITTEE RECOMMENDATION

Moved Cr Walsh, Seconded Cr Downes

That Council:

- (1) GRANT its Approval to Commence Development for the proposed alterations to the ground floor, new carport and upper-floor addition at No. 9 Warton Street, Cottesloe, in accordance with the plans submitted on 19 August 2011, subject to the following conditions:
- a) All construction work shall be carried out in accordance with the Environmental Protection (Noise) Regulations 1997, Regulation 13 - Construction Sites.
 - b) Gutters and downpipes used for the disposal of stormwater runoff from roofed areas shall be included within the working drawings submitted for a building licence.
 - c) The external profile of the development as shown on the approved plans shall not be changed, whether by the addition of any service plant, fitting, fixture or otherwise, except with the written consent of Council.
 - d) The lower portion of the proposed upper-floor, living room window on the western elevation shall be screened, if in the opinion of the Manager Development Services, the window results in a significant loss of privacy to the adjoining western neighbour following its installation.

- e) The applicant shall apply to the Town for approval to construct a new crossover, in accordance with Council's specifications, which shall be approved by an authorised officer. In this regard, it should be noted that a minimum 1.5m shall generally be required to be maintained between the base of the street tree and the crossover.
 - f) The front balcony structure and space underneath shall remain open-aspect as designed and approved, and shall not be enclosed in any way including any form of screens or blinds.
- (2) Advise the submitters of this decision.

THE AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 4/1

AMENDMENT

Moved Cr Boland, Cr Hart

That the design be amended to have a minimum 6 meter front setback in accordance with Council's previous resolution regarding setbacks.

Lost 4/5

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

That Council:

- (1) **GRANT its Approval to Commence Development for the proposed alterations to the ground floor, new carport and upper-floor addition at No. 9 Warton Street, Cottesloe, in accordance with the plans submitted on 19 August 2011, subject to the following conditions:**
- a) **All construction work shall be carried out in accordance with the Environmental Protection (Noise) Regulations 1997, Regulation 13 - Construction Sites.**
 - b) **Gutters and downpipes used for the disposal of stormwater runoff from roofed areas shall be included within the working drawings submitted for a building licence.**
 - c) **The external profile of the development as shown on the approved plans shall not be changed, whether by the addition of any service plant, fitting, fixture or otherwise, except with the written consent of Council.**
 - d) **The lower portion of the proposed upper-floor, living room window on the western elevation shall be screened, if in the opinion of the Manager Development Services, the window results in a significant loss of privacy to the adjoining western neighbour following its installation.**

- e) The applicant shall apply to the Town for approval to construct a new crossover, in accordance with Council's specifications, which shall be approved by an authorised officer. In this regard, it should be noted that a minimum 1.5m shall generally be required to be maintained between the base of the street tree and the crossover.
 - f) The front balcony structure and space underneath shall remain open-aspect as designed and approved, and shall not be enclosed in any way including any form of screens or blinds.
- (2) Advise the submitters of this decision.

THE SUBSTANTIVE MOTION WAS PUT

Carried 7/2

11.1.2 NO. 151 MARINE PARADE - NORTH COTTESLOE SURF LIFE SAVING CLUB – MODIFICATION TO LOWER GROUND FLOOR TO ACCOMMODATE FIRE TANKS AND PUMPIS (INCLUDING NEW CHANGES TO LEASE BOUNDARY)

File No: 2313
Attachments: [NCSLSC Nov 2011 pdf](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Ed Drewett
Senior Planning Officer

Proposed Meeting Date: 21 November 2011

Author Disclosure of Interest: Nil
Property Owner: Crown
Applicant: NCSLSC
Date of Application: 27 October 2011
Zoning: N/A
M.R.S. Reservation: Parks & Recreation

SUMMARY

This application for fire tanks and pumps is required to be determined by the Western Australian Planning Commission (WAPC) as it is proposed on Crown land that is reserved under the Metropolitan Region Scheme for Parks and Recreation rather than on land zoned under Town Planning Scheme No.2. A recommendation from Council is therefore sought which will be forwarded to the Commission for consideration. A change to the previously approved lease boundary for the North Cottesloe Surf Life Saving Club (NCSLSC) is also sought to accommodate the new facilities and this will increase the lease area by 149m² thereby bringing the total lease area to 1857m² (an overall increase of 748m² over and above the existing lease area).

Given the apparent necessity for the proposed tanks and pumps to satisfy Fire and Emergency Services Authority (FESA) and BCA requirements, the recommendation is to support the application.

PROPOSAL

The NCSLSC is proposing to extend the previously approved lower ground floor area to their Clubrooms and lease area by 149m² to accommodate two water tanks and a pump room required to satisfy FESA and BCA requirements.

BACKGROUND

On 14 December 2009 Council supported an application for ground and lower ground floor alterations and additions (including an extension to the lease boundary) to the NCSLSC. This was subsequently approved by the WAPC on 3 May 2010, subject to conditions and advice notes.

On 13 December 2010 Council supported revised plans for the proposed ground and lower ground floor alterations and additions (including further modification to the lease boundary) for the NCSLSC.

At the December meeting Council also supported an application submitted by the NCSLSC for landscaping and a new dual-use pathway to the north and west of the proposed works and an application for a partial road closure of Marine Parade to facilitate the approved alterations and additions. The latter is currently with the State Lands Department for approval.

On 28 February 2011 Council rescinded its resolution of 13 December 2010 with respect to the proposed landscaping and new dual-use pathway at the request of the NCSLSC and replaced it with a resolution to advertise a revised plan received from the Club on 1 February 2011, which showed landscaping and a concrete dual-use pathway, rather than a proposed boardwalk to the west of the proposed extensions.

On 27 April 2011 Council resolved to support the revised plans for the landscaping and concrete dual-use pathway following advertising and the application was subsequently approved by the WAPC on 7 July 2011.

Building licence applications were received from the NCSLSC in June and July this year for the alterations and additions as well as for the landscaping and dual-use pathway. However, further documentation is required by the Principal Building Surveyor to satisfy the WAPC conditions, Building Regulations and the Town's requirements before they can be issued.

The current application submitted by the NCSLSC on 27 October 2011 is for another modification to the approved additions and lease boundary and is, according to the applicant, necessary to accommodate fire tanks and pumps and satisfy FESA and BCA requirements.

CONSULTATION

There is no requirement to advertise this application as it is not on zoned land. Furthermore, as the proposed works are entirely below the Marine Parade road level they will not be visible from neighbouring properties or from Marine Parade.

PLANNING COMMENT

The proposed tanks and pump room will be located on the northern side of the previously approved Board and Ski Trailer storage area below the existing reserve.

The western elevation of the trailer storage area will be recessed 1m and an additional panel lift door will replace a previously approved glass block wall to provide increased vehicle access for the Club from the new dual-use pathway.

No documentation has yet been received from the applicant confirming that FESA supports the location of the proposed water tanks and pump room or that it will adequately satisfy BCA requirements, although this was requested by the Town in an email to the applicant on 5 October 2011.

The Club has verbally advised that this proposal is one of a number of options that it is exploring to satisfy fire control requirements and it may not be the final choice the

Club proceeds with but they want to keep their options open and keep the application process moving in terms of obtaining necessary approvals.

Prior to issue of a building licence, the Town's Principal Building Surveyor has requested full structural engineering drawings, signed by an engineer, and revised hydraulics drawings confirming that the required flow rate will be achieved from the new tanks.

The Manager Engineering Services (MES) has advised that the new water tanks will require existing pollution traps to be moved further to the north, which will complicate drainage pipe connections to those tanks and so a full detailed design will need to be submitted at building licence stage. The MES has also queried the emergency power source for the pumps if the power goes off due to a fire, plus has raised concern regarding possible changes required to the pathway gradient due to the access requirements to the proposed additional access doors to the pump room and trailer storage area.

With respect to the access and pathway, the previously approved concrete paving on the western side of the proposed trailer storage area and male toilets was approved at a level of RL: 7.50 (flat) which matched the level of the pathway. The pathway has to be designed to satisfy access and facilities for people for disabilities in accordance with the BCA and therefore will have a 1:14 rise northwards from this flat level paving. As the new pump room requires the flat concrete paving to be extended an additional 3m northwards, it is important to ensure that this can still be achieved without necessitating further relocation of the pathway westwards. This again may require further details to be submitted at building licence stage to ensure vehicle access and FESA requirements are satisfied and the necessary pathway gradient is achieved in the existing approved location.

CONCLUSION

Council has consistently supported the proposed expansion of the NCSLSC, including the realignment of the dual-use pathway, the extension to the existing lease area and partial closure of Marine Parade, having due regard to its strategic policies (Beach Policy, Future Plan, Beachfront Objectives) and weighing up the risks of supporting the construction of a new building and pathway in an area potentially vulnerable to coastal erosion and flooding. The WAPC has subsequently approved each of the development proposals.

The applicant has now advised that to enable the proposed extensions to satisfy FESA requirements and BCA Regulations the fire tanks and pumps and changes to lease area are necessary.

The proposed new development will be entirely below the level of the existing reserve to the north of the Club and will not have any visual impact to nearby residences, being only partly visible from the new dual-use path to the west of the proposed additions. As such, although it represents a further expansion of new development outside the existing footprint of the Club it is not of a scale that was previously supported by Council and is necessary to enable the development to go ahead, unless an alternative is later considered possible by the applicant and FESA. On this basis, it is recommended that it be supported.

VOTING

Simple Majority

COMMITTEE COMMENT

Committee expressed some concern that the background information has highlighted a number of requests to expand the development and occupy public foreshore land, but overall was supportive of the proposal given the need for fire control facilities and the community purpose of the surf life-saving club. Officers elaborated that while there are optional ways to satisfy FESA requirements, the Club had identified the proposal as feasible and additional details would be addressed at building licence stage.

OFFICER & COMMITTEE RECOMMENDATION

Moved Cr Walsh, seconded Cr Jeanes

That Council:

With respect to the proposed modification to the lower ground floor to accommodate two fire tanks and a pump room for the North Cottesloe Surf Life Saving Club at 151 Marine Parade, Cottesloe, as shown on plans date stamped 27 October 2011 (drawing No. A14 - Rev A) advise the WAPC that the application, incorporating an extension to the lease boundary, is SUPPORTED, subject to the following conditions:

- (i) All construction work shall be carried out in accordance with the Environmental Protection (Noise) Regulations 1997, Regulation 13 - Construction Sites.
- (ii) The external profile of the development as shown on the approved plans shall not be changed, whether by the addition of any service plant, fitting, fixture or otherwise, except with the written approval of Council and the WAPC.
- (iii) The proposed amendment to the existing lease boundary is required to be approved by the Crown prior to commencement of development within the affected area.
- (iv) The grassed area to the north of the existing Club above the proposed additions shall be reinstated/planted, reticulated and mulched as required, and maintained in good condition thereafter, to the specification and satisfaction of the Town.
- (v) Any works affecting the dual-use path shall be done to the specification and satisfaction of the Town, and completed prior to occupancy of the new development, at the cost of the Club, including any repair or upgrading of the dual-use path generally as a result of the proposed development. In addition, any necessary dune reinstatement or rehabilitation shall be undertaken at the cost of the Club to the specification and satisfaction of the Town.

- (vi) All stormwater drainage arising from the proposed development shall be captured and disposed of on-site to the specification and satisfaction of the Town of Cottesloe. Details to be submitted for approval prior to issue of a building licence.
- (vii) The Club shall bear the cost of all changes required to existing drainage, services, infrastructure, street furniture and signage caused by the proposed development, to the specification and satisfaction of the Town. Details to be submitted for approval prior to issue of a building licence.
- (viii) A revised structural engineer's report and hydraulic consultant's report addressing the flow rate from the new tanks shall be submitted for approval by the Town prior to issue of a building licence.
- (ix) The Crown Reserve land at the Marine Parade level to the north of the existing Club premises and above the proposed extended lease area at the below-ground level shall remain as Crown Reserve land vested in the Town for the purpose of foreshore management and recreation.
- (x) The applicant shall submit a comprehensive Construction Management Plan to the satisfaction of the Manager Development Services prior to the issue of a building licence by the Town. This shall address the impact of construction on the public domain and nearby properties, including but not limited to: public access and safety, the beach (including dunes and vegetation), footpath, dual-use path, lawn, road reserve, construction vehicle parking, rubbish stockpiling and removal, materials and equipment storage and security, windblown dust/debris, noise and hours/days of construction activity.

Advice note:

The Club is informed that the proposed development may be affected by coastal processes, including erosion, accretion, storm surge, tides, wave conditions and sea-level changes, due to its close proximity to the shoreline, and that the Town takes no responsibility for any such impacts on the Club premises.

Carried 4/1

AMENDMENT

Moved Cr Strzina, seconded Cr Downes

Council defer the matter to allow the club to provide more detailed elevation plans including the inter-relationship with the dual use path and impact on the public domain in time for consideration at the December meetings.

Carried 7/2

COUNCIL RESOLUTION

Council defer the matter to allow the club to provide more detailed elevation plans including the inter-relationship with the dual use path and impact on the public domain in time for consideration at the December meetings.

THE AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 8/1

**11.1.3 LOTS 285, 501 & 504 CURTIN AVENUE, MOSMAN PARK - MRS
AMENDMENT TO ALLOW EXPANSION OF THE BEEHIVE MONTESSORI
SCHOOL, MOSMAN PARK – FORMAL CONSULTATION**

File No: SUB/346
Attachments: [MRS AmendmentPt1.pdf](#)
[MRS Pt2.pdf](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Ed Drewett
Senior Planning Officer
Proposed Meeting Date: 21 November 2011
Author Disclosure of Interest Nil

INTRODUCTION

Council has been invited by the Western Australian Planning Commission (WAPC) to make comment on a minor Metropolitan Region Scheme (MRS) Amendment to allow expansion of the Beehive Montessori School in Mosman Park.

The Amendment proposes to rezone approximately 6963m² in Mosman Park from Parks and Recreation Reserve to Public Purposes (Special Use) Reserve. The Amendment also reserves 772m² as Public Purposes (water, sewerage and drainage) for a Water Corporation sewer main which traverses the land.

The Town of Cottesloe has been consulted as the proposed Amendment is on land to the south of the McCall Centre adjoining the Town boundary.

BACKGROUND

On 27 June 2011 Council considered preliminary correspondence received from the Beehive Montessori School and the Leighton Action Coalition (LAC) in respect to the proposed MRS Amendment and resolved to:

1. *Note the correspondence from the Beehive Montessori School and Leighton Action Coalition in respect of the proposed MRS Amendment affecting Lots 285, 501 and 504 Curtin Avenue, Mosman Park; and*
2. *Advise the Beehive Montessori School and Leighton Action Coalition that Council will make further comment on the proposal during the statutory advertising period having regard to comments from the Town of Mosman Park and the Manager Engineering Services, together with consideration of the advertised amendment justification report.*

A copy of the Officer's report and supplementary report prepared by TPG Town Planning and Urban Design on behalf of the school that were previously considered by Council are attached for background information to this Amendment application.

PLANNING COMMENT

The previous report to Council and TPG report outlined the purpose of this MRS Amendment, which is to allow the expansion of the Beehive Montessori School. The school, founded in 1977, currently provides education for approximately 220 children and adolescents and is seeking to expand its operations. It has prepared a masterplan which provides for a staged approach to the provision of additional buildings and outdoor areas, comprising five new classrooms, a day-care centre and associated outdoor courtyards, playground and landscaped areas. The school has also been negotiating with the Public Transport Authority (PTA) to enable the buildings to be constructed beyond its current lease boundary once the MRS Amendment has been approved by the WAPC.

It is anticipated that the Amendment will enable the school to expand its services and facilities to meet the needs of the local community in an efficient and consolidated manner, ensuring the school can respond to and cater for the future population growth envisaged under the WAPC's Directions 2031, which should also assist in providing additional local jobs.

The previous report to Council inferred that whilst the proposal generally had merit it would be premature to provide comment until the formal advertising period had commenced and the Amendment had been initiated by the WAPC and received preliminary support from the Town of Mosman Park.

The Town of Mosman Park and WAPC have raised no objection to the Amendment and advertising has now commenced, closing on 20 January 2012.

The concerns previously raised by the Leighton Action Coalition (LAC) and reported to Council in June 2011 have been considered by the Manager Engineering Services (MES). In response, the MES has referred to the Leighton Oceanside Parklandsq Masterplan that was prepared by the WAPC in September 2006. The Masterplan acknowledged the concerns of the community stakeholder reference group which suggested that Port Beach Road should be re-routed around the rear of the McCall Centre and between the McCall Centre and the Montessori School. However, upon further investigation by the Masterplan consultants, Blackwell & Associates, the report advised:

The land had been identified for public purposes under a special uses reservation and there were a quite a number of constraints known to exist in achieving this option. These constraints include the limited space available, the steep topography and limestone geology, as well as planning and heritage issues, both indigenous and western. However, the most important issue relate to the potential of creating a dangerous space in front of the McCall Centre by removing the main source of passive surveillance, the passing traffic, and the Beehive School's proposal to expand and build a middle school building to the north of its current site.

A summary of the issues discussed by the community stakeholder reference group relating to the northern node were shown in Appendix 3 of the report (see attached).

The Leighton Oceanside Parklandsq report produced in July 2007, following the consultation period, still proposed the new Port Beach Road to be on the western side of the McCall Centre and Beehive Montessori School and for it to be designated

as a Traffic Calmed Beach Access Road (effectively on the same alignment as the existing Curtin Avenue). This is supported by the MES as it separates the access road from the proposed Curtin Avenue realigned route and provides a continuous low speed access road along the coast south of Marine Parade with improved access to new car parks and recreational sites in the area.

CONCLUSION

The proposed MRS Amendment and expansion of the Beehive Montessori School require approval by the WAPC involving land reserved under the MRS.

The affected area is entirely situated within the Town of Mosman Park and is unlikely to have any significant impact on Cottesloe, albeit that there could be a modest increase in traffic movements along Curtin Avenue as a result of expansion of the school.

The Amendment and school expansion are consistent with the objectives of Directions 2031 and will not adversely affect the amenity of surrounding land uses in accordance with the Leighton Oceanside Parklands Masterplan.

The LAC's preference to relocate the proposed foreshore access road to the east of the McCall Centre building to free-up additional parkland in front of the building has largely been dismissed by the Leighton Masterplan consultants and is not supported by the MES. It is considered preferable to provide a continuous low speed access road along the coast south of Marine Parade that is separate from the realigned Curtin Avenue, continues to provide passive surveillance to the front of the Montessori School (and McCall Centre), and allows improved access to new car parks and recreational sites in the area.

VOTING

Simple Majority

COMMITTEE COMMENT

Committee raised whether the proposal was an opportunity to make comment about future road planning for the locality as considered under previous studies over the years. Officers advised that the MRS Amendment proposal in itself dealt only with the school expansion and did not appear to prejudice road considerations, which needed further separate review and could involve another MRS Amendment. Officers undertook to recap on the situation in this regard for additional information to the full Council meeting, as provided below:

- *The small 720sqm portion of land in the present MRS Amendment being rezoned from 'Parks & Recreation' to 'Public Purposes (SU)' is unlikely to significantly affect any future realignment of Port Beach Road.*
- *Although the LAC previously liaised with the School about possibly modifying the lease areas that has not occurred and the School has long-term leases in place.*
- *Also, the existing reserve east of the McCall Centre may not be sufficiently wide for a second road, hence would require another MRS rezoning.*

- *Therefore, the wish of the LAC is beyond the scope of the subject MRS Amendment, and would require the Town of Mosman Park and WAPC to initiate another MRS Amendment, to alter part of Lot 225 from 'Public Purpose (SU)' to 'Road Reservation' or 'Parks & Recreation' to allow Port Beach Road to pass between the McCall Centre and School.*
- *However, it is considered that Port Beach Road and Curtin Avenue should be separate to distinguish between low and high activity areas – as mentioned the MES supports Port Beach Road west of the McCall Centre and School to function free of Curtin Avenue.*
- *In addition, the Leighton Masterplan report concluded that this northern node should involve further public consultation; which entails more than the current MRS Amendment and has no set timeframe.*
- *Overall, the MRS Amendment for the School is confined to itself and can proceed without prejudice to the road options being addressed in accordance with sub-regional planning for the locality at a later date.*

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Walsh, seconded Cr Strzina

That Council resolve that staff complete the WAPC's submission form to advise that it has no objection to the proposed MRS Amendment to allow the proposed expansion of the Beehive Montessori School in Mosman Park.

Carried 9/0

11.1.4 NOTICE OF MOTION – SUGGESTIONS FOR PUBLIC SIGNAGE IMPROVEMENTS AT FORESHORE AND GENERALLY

The Notice of Motion below was received from Cr Jeanes in accordance with Standing Order 10 and included in the Development Services Committee agenda. The explanation provided was as follows:

Councillor comment:

- A proliferation of signs, particularly on the beach foreshore, is impacting on the ambience of the suburb. This visual pollution is diminishing the natural beauty and tranquillity of the beach.
- In a number of places warning signs are doubled-up and in some places, such as the bicycle-walk path at North Cottesloe beach, tripled-up. At North Cottesloe the three free-standing warning signs are combined with markings on the path.
- There are a number of signs on the beachfront constructed of wooden logs painted in mission brown with yellow or white writing that obstruct ocean views and would look more at home in a national park.
- Many are unnecessary and give messages that are obvious. Where a dune is fenced from the path there is no need for a %keep off dune+sign.
- It is almost as though free-standing signs at the beach are breeding, although that is not the case and Council has acted with the best of intentions but over the years the good intentions have created an eyesore.
- Each pathway to the beach has a coded free-standing sign that is visually polluting and meaningless to the public.
- At the beaches signs tell you there is water ahead, just in case you don't know.
- Wherever possible markings on the road, curb or pathway are preferable to free-standing signs. It would be better at the Eric-Railway Street roundabout to have criss-cross yellow marking on the road rather than big signs telling motorists not to stand on the roundabout.
- Coded lines on curbs could indicate parking requirements instead of a preponderance of free-standing signs.
- Wherever possible signs should be fixed to existing structures such as walls, light poles and fences (including the log fence at the top of the fore-dune) rather than on free-standing poles.
- A drive down North Street, which is the boundary between Cottesloe and Nedlands, demonstrates the different approach to signage. There are far fewer signs on the Nedlands side, some signs are attached to light poles and free-standing signs use less invasive green poles as opposed to Cottesloe's yellow.
- Council has received a submission for local architect Robin Kornweibel on the proliferation of signs. This should be used as a reference to the motion and a copy given to every Councillor.

Officer comment:

- Over time public signage at the foreshore/beachfront and elsewhere in the district has built-up and this infrastructure also deteriorates.
 - The Foreshore Working Group and various studies for the Town Centre have previously identified the desirability of rationalising and improving signage generally.
-

- While signage can become excessive, it is often a regulatory requirement in terms of public information, safety and Local Government liability.
- Urban design guidance already exists in some Town documents and the foreshore consultant is available to assist.
- It is feasible for staff to respond to Council in February 2012 with initial observations and scope a course of action including the timelines, personnel, costs and procedures involved to address the matter.
- It is considered that full reviews of signage for each locality would, however, take additional time subject to priorities, funding and staging; while quality replacement signage is dependent upon detailed design and manufacture, which is likely to require an ongoing program for the supply and installation of such infrastructure. The officer feedback will advise on these aspects.

COMMITTEE COMMENT

Committee agreed that signage warranted review for improvement and broadly discussed the topic, noting that the Foreshore Working Group has also identified the need. Mr Jackson mentioned the use of style guides / urban design manuals and outlined a staged process of reviewing, rationalising and replacing signage.

NOTICE OF MOTION

Moved Cr Jeanes, seconded Cr Strzina

That:

1. Council conduct an audit of signs, particularly on the beach foreshore, with the object of reducing the number to a minimum, particularly where there are two or three signs warning of the same hazard.
2. The aim is to replace free-standing signs with appropriate markings on road, paths or curbs.
3. The aim is to replace free-standing signs to existing structures such as wall, fences and light poles.
4. Investigate using lines on roads in front of curbs to indicate parking restrictions.
5. Investigate a uniform design and lay-out for signs that produce solutions that are elegant, restrained and appropriate for ocean-side location.
6. Report back to Council in February 2012 with findings and reduction proposals.

Carried 5/0

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Walsh, Seconded Cr Strzina

That:

- 1. Council conduct an audit of signs, particularly on the beach foreshore, with the object of reducing the number to a minimum, particularly where there are two or three signs warning of the same hazard.**
- 2. The aim is to replace free-standing signs with appropriate markings on road, paths or curbs.**
- 3. The aim is to replace free-standing signs to existing structures such as wall, fences and light poles.**
- 4. Investigate using lines on roads in front of curbs to indicate parking restrictions.**
- 5. Investigate a uniform design and lay-out for signs that produce solutions that are elegant, restrained and appropriate for ocean-side location.**
- 6. Report back to Council in February 2012 with findings and reduction proposals.**

Carried 9/0

**11.2 WORKS AND CORPORATE SERVICES COMMITTEE MINUTES - 22
NOVEMBER 2011****11.2.1 COTTESLOE SURF LIFE SAVING CLUB DRINKS SERVICE**

File No: SUB/550-02
Attachments: [Letter of Application for Drinks Service](#)
Responsible Officer: Mat Humfrey
Author: Manager Corporate Services
Meagan Hodgson
Community Development Officer

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

Council is being asked to consider an application from the Cottesloe Surf Life Saving Club to sell refreshments to the public during three events at Cottesloe Beach.

BACKGROUND

Cottesloe Surf Life Saving Club is largely self-funded by members who provide a community service free of charge. To carry out maintenance and repair to the club premises and equipment funds must be generated from various fund raising activities and grants.

The club is seeking permission to sell refreshments during three major events being the Havaiana Thong Challenge, the Rottnest Channel Swim and Sculpture By the Sea. They believe this would help to service the public demand and help the club to generate some much needed funds.

STRATEGIC IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Beach Policy 7(n)(ii) £Commercial Activityq

STATUTORY ENVIRONMENT

Beaches and Beach Reserve Local Law has provisions for the maintenance and management of the beaches and beach reserves.

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Club has stated that it would like each event considered separately as the actual activity proposed and venues are different at each event.

1. Havaiana Thong Challenge

The Club seeks permission to locate a mobile soft drinks caravan on the beach. It would be placed adjacent to the walkway, approximately 50 metres from the groyne and in the vicinity where the path from the Club joins the walkway.

Objections to the placement of a drinks van at this location may come from local vendors who believe that the sale of drinks would deprive them of customers. Council could consider granting permission for a very restricted time with tight restrictions on what could be sold, if permission is given.

2. Rottnest Channel Swim

The Club seeks permission to operate two portable coffee dispensing machines on the walkway in the vicinity of the boatshed from approximately 4.30am to 9.30am on the morning of the event. The Club will liaise with Council staff to ensure that all rubbish generated from sales of drinks is adequately dealt with and recycled.

The proposed sale of coffee and other hot drinks would have a minimal impact on the vendors between 4.30am and 7.30am as most are not open at this time. It would also provide for the participants at this event.

3. Sculpture by the Sea

Locate a mobile soft drinks caravan on the beach adjacent to the walkway approximately 50 metres from the groyne and in the vicinity where the path from the Club joins the walkway and to sell souvenirs and club memorabilia from the boatshed.

One of the main benefits to the Town of this event is the increased profile of local businesses and the Town itself. This is achieved by attracting more people to the beach for the event who then go on to use local vendors, where hopefully they will be encouraged to return at another time. As such, anything that detracts from this would reduce overall benefit of the event itself.

Having said this, the sale of souvenirs adds to such an event and makes it more likely for people to return. There would also be other opportunities for fundraising that could arise from the event itself.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Cr Strzina, seconded Cr Boland

THAT Council:

1. Grant permission for the placement of two portable coffee distributing machines for the morning of the Rottnest Channel Swim with the following conditions;
 - a) The machines be marked as %undraising+ for Cottesloe Surf Life Saving Club.
 - b) Service is only available between the hours of 4.30am and 8.30am.
 - c) That a suitable club member is in attendance at the machines whilst drinks are being served.
 - d) The Club provides proof of adequate liability insurance for this kind of activity.
 - e) Subject to compliance with the Food Act 2008 and the Food Standards Code.
 - f) The Club demonstrates that they have support from the organisers at the Rottnest Channel Swim for the placement of these machines.
2. Grant permission for the sale of souvenirs and other memorabilia from the Club's Boatshed during Sculpture By the Sea, subject to compliance with the Food Act 2008 and the Food Standards Code;
3. Decline the request for drinks van during Havaianas Thong Challenge and Sculpture By the Sea;
4. Make the Community Development Officer available to assist the Club to design and organise fund raising activities that coincide with major events at Cottesloe Beach.

AMENDMENT

Moved Mayor Morgan, seconded Cr Strzina
Amend the recommendation by:

1. Create a new point (2) that states %Grant permission for the placement of a mobile soft drinks caravan on the beach adjacent to the walkway, approximately 50 metres from the groyne and in the vicinity where the path from the Club joins the walkway for the Havaianas Thong Challenge, and with the following conditions:
 - a) The caravan be marked as %undraising+for Cottesloe Surf Life Saving Club.
 - b) Service is only available between the hours of 5.00am and 5.00pm on the day of the event.
 - c) That a suitable club member is in attendance at the caravan whilst drinks are being served.
 - d) The Club provides proof of adequate liability insurance for this kind of activity.
 - e) Subject to compliance with the Food Act 2008 and the Food Standards Code.

- f) The Club demonstrates that they have support from the organisers of the Haviana\$ Thong Challenge for the placement of the caravan.+
2. Create a new point (3) that states %Grant permission for the placement of a mobile soft drinks caravan on the beach adjacent to the walkway, approximately 50 metres from the groyne and in the vicinity where the path from the Club joins the walkway for the Sculpture by the Sea, and with the following conditions:
- a) The caravan be marked as %undraising+for Cottesloe Surf Life Saving Club.
 - b) That a suitable club member is in attendance at the caravan whilst drinks are being served.
 - c) The Club provides proof of adequate liability insurance for this kind of activity.
 - d) Subject to compliance with the Food Act 2008 and the Food Standards Code.
 - e) The Club demonstrates that they have support from the organisers of the Sculpture by the Sea for the placement of the caravan and the dates and times of operation.+
3. Delete the existing point (3)

Carried 3/2

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT COUNCIL:

1. **Grant permission for the placement of two portable coffee distributing machines for the morning of the Rottnest Channel Swim with the following conditions;**
- a) **The machines be marked as “fundraising” for Cottesloe Surf Life Saving Club.**
 - b) **Service is only available between the hours of 4.30am and 8.30am.**
 - c) **That a suitable club member is in attendance at the machines whilst drinks are being served.**
 - d) **The Club provides proof of adequate liability insurance for this kind of activity.**
 - e) **Subject to compliance with the Food Act 2008 and the Food Standards Code.**
 - f) **The Club demonstrates that they have support from the organisers at the Rottnest Channel Swim for the placement of these machines.**

2. Grant permission for the placement of a mobile soft drinks caravan on the beach adjacent to the walkway, approximately 50m from the groyne where the path for the Club meets the walkway for the Haviana's Thong Challenge, and with the following conditions:
 - a) The caravan be marked as "fundraising" for Cottesloe Surf Life Saving Club.
 - b) Service is only available between the hours of 5.00am and 5.00pm on the day of the event.
 - c) That a suitable club member is in attendance at the caravan whilst drinks are being served.
 - d) The Club provides proof of adequate liability insurance for this kind of activity.
 - e) Subject to compliance with the Food Act 2008 and the Food Standards Code.
 - f) The Club demonstrates that they have support from the organisers of the Haviana's Thong Challenge for the placement of the caravan.
3. Grant permission for the placement of a mobile soft drinks caravan on the beach adjacent to the walkway, approximately 50m from the groyne where the path for the Club meets the walkway for the Sculpture by the Sea, and with the following conditions:
 - a) The caravan be marked as "fundraising" for Cottesloe Surf Life Saving Club.
 - b) That a suitable club member is in attendance at the caravan whilst drinks are being served.
 - c) The Club provides proof of adequate liability insurance for this kind of activity.
 - d) Subject to compliance with the Food Act 2008 and the Food Standards Code.
 - e) The Club demonstrates that they have support from the organisers of the Sculpture by the Sea for the placement of the caravan and the dates and times of operation.
4. Grant permission for the sale of souvenirs and other memorabilia from the Club's Boatshed during Sculpture By the Sea, subject to compliance with the Food Act 2008 and the Food Standards Code;
5. Make the Community Development Officer available to assist the Club to design and organise fund raising activities that coincide with major events at Cottesloe Beach.

Carried 9/0

11.2.2 DAIP 5 YEAR REVIEW

File No: SUB/1080
Attachments: [5 Year Disability Review](#)
Responsible Officer: Mat Humfrey
Author: Manager Corporate Services
Meagan Hodgson
Community Development Officer

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

To present for Council's consideration the 5 year review of the Town's Disability Access and Inclusion Plan (DAIP) as required by the *Disability services Act 1993*.

BACKGROUND

The current DAIP was adopted in July 2007 and covers the period of 2007 to 2011. It was prepared by consultants using various methods including forums, invitations for submissions from the public and Councillors gathering information from the public.

Significant achievements under the current DAIP include access improvements to the Civic Centre and other buildings and facilities. Over 50% of items in the plan have been completed while others have been surveyed and quoted.

The following processes are required to prepare a new disability plan for the Town covering the period of 2012-2016:

- Adopting this review is the first step.
- The information from this review will be used to develop recommendations for an updated Disability Access and Inclusion Plan.
- Upon the completion of the Draft Plan, Council will be asked to make the Draft Plan available to the public for comments.
- The Draft Plan and feedback will then be presented to Council for consideration.
- If approved the Plan will be lodged with Disability Services Commission and be made available to the public.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Review used to provide recommendations for updated Disability Access and Inclusion Plan.

STATUTORY ENVIRONMENT

Disability Services Act 1993

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

Adopting the review document is the first step in writing the new disability plan for 2012-2016

The review process consisted of:

1. Analysis of the existing Plan
2. Analysis of the Town's achievements in improving access in recent years
3. Consultation with the community, key stakeholders, people with disabilities, their families and carers.
4. Distribution of a survey to gather information from residents, businesses and staff on the ways in which the Town of Cottesloe is working to improve access and inclusion.
5. Assess the training needs of staff and education of the community regarding disability access and inclusion.

The submissions received included two written comments and three surveys. The workshop attendance was low however the input from attendees was of high quality.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council receive and note the Disability Access and Inclusion Plan 5 year review as presented at the November 2011 Works and Corporate Services Committee.

Carried 9/0

11.2.3 PROCOTT AGREEMENT

File No: SUB/47
Attachments: [Procott Agreement](#)
[Letter from McLeods](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate Services
Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

Council is being requested to authorise the Mayor and Chief Executive Officer to sign a new agreement with Procott Incorporated on behalf of the Town.

BACKGROUND

Advice from the Department of Local Government was received in early 2011, stating that Council should not be using a specified area rate to raise funds that are forwarded to Procott Inc. and instead, Council should be using a differential general rate for this purpose.

The reason given for this advice is that specified area rates should only be used to fund specific projects, or the payment of loans for a project, that have a direct benefit for the properties the rate is imposed on. Given that Council is not able to specify the exact projects that Procott will undertake each year, the specified area rate ceased being used.

In its place, Council resolved to raise a differential general rate, for the purposes of funding Procott Inc. A differential general rate can be imposed on any area, portion of area, or type of land that can be easily and distinctly recognised within the Town's boundaries. Land zoning or use, as well as location can be used to impose a differential general rate.

While differential general rates offer more freedom in how the funds can be used, it does require advertising of the intended differential rate and for Council to receive and consider submissions on the differential general rate. This adds to the time required to consider the budget, which is why differential general rates have not been as popular as specified area rates in the past.

The move from specified area rates to differential general rates meant that significant changes needed to be made to the agreement that the Town has with Procott Inc. These changes have taken some time to finalise, even though no material changes have been made to the function of the Agreement.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 . s2.5 Local Governments created as bodies corporate

Local Government (Functions and General) Regulations 1996 . 34 Use of the Common Seal

Local Government (Financial Management) Regulations 1996 . 11, 12, 13 and 34 (attached).

FINANCIAL IMPLICATIONS

If adopted, the Town will enter into an agreement with Procott Inc to consider a differential general rate each year. While the additional rate will raise the funds forwarded to Procott Inc, there will be an additional cost in that the Town will now be required to advertise the differential general rate.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

McLeods Barristers and Solicitors have reviewed a draft of the agreement which they have provided comment on. The comment has been attached to the report.

Procott Inc have been sent a copy of the draft with tracked changes.

STAFF COMMENT

While the actual function of this agreement will not change, there have been several significant changes to the agreement with Procott Inc that have resulted from the move away from the specified area rate.

In essence, the agreement has moved away from a situation where the Town was funding specified and agreed upon activities, to a situation where a grant is awarded (based on a submission) and then acquitted at the end of the period.

While the form of the agreement may have changed, in reality the process that has been followed for sometime is that of a grant and acquittal. The actual situation was by and large what the Department looked at when they gave the advice that they did stating the a specified area rate should not be being used.

At first, it was thought that simply removing the words ~~specified area rates~~ and replacing them with ~~differential general rates~~ would be sufficient. However, a number of problems arose, and careful drafting was needed to ensure that the agreement would be strong enough to protect the Town as well as Procott. Some of the issues include;

- 1) The Town can raise more than one type of differential general rate, so the actual rate being considered needed to be specifically identified;

- 2) Differential rates are raised in place of general rates, where as specified area rates are raised % on top of general rates . so the agreement had to be changed to reflect this; and
- 3) As there was a need to move to a % grant and acquittal process, this needed to be specified in the agreement.

These changes were made and the resulting draft agreement was sent to the Town's solicitors for comment.

As can be seen in the letter from McLeods, there were eight minor drafting changes that were required in the draft agreement, all of which have been made in the version attached (Track changes include all changes, not just those required in this advice). The letter also contains a question in regards to how the Town will comply with regulations 11 to 13 and 34 of the Local Government (Financial Management) Regulations 1996. These regulations have also been attached to this report.

Regulations 11 to 13 more or less state the Council is required to authorise and have procedures for authorising all payments from its municipal account and that the payments are to be reported each month. Regulation 34 requires that the Town prepare financial reports at the end of each month that includes a balance sheet and a statement of net current assets. The concern raised is that the Town might not be able to comply with these regulations and the contents of the agreement, as Procott will be making payments from funds awarded to them under the agreement.

It is quite common in local governments throughout Western Australia to award grants for any reason that the local government sees fit, including for the provision of community and economic development. The nature of the agreement will create a relationship between Procott Inc and the Town, which requires Procott to undertake economic development type activities (area promotion, promotional events and so on) having been awarded a grant to do so.

If the grant payment is included in the budget documents, the payment of the grant itself is an authorised payment once the budget is adopted. The actual payment will be recorded in the cheque listings in the month that it is paid and will be reflected in the financial statements accordingly.

The payments that Procott then make to fulfill the functions of the grant do not need to be individually authorised by the Town, as the grant itself has been. The Town would require that the grant be acquitted each year, to ensure the funds have been spent as claimed, but this forms part of the grant process, not an authorisation of payment.

The agreement, as attached, does ensure that Procott must spend the funds as proposed and provides mechanisms for the Town to end the agreement if they fail to do so. It also provides Procott with the freedom to seek additional funding and to take on activities that will benefit businesses in the Central Business District.

VOTING

Absolute Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council by Absolute Majority, authorise the Mayor and Chief Executive Officer to execute under Common Seal the agreement with Procott Incorporated, as submitted to the 22 November 2011 meeting of the Works and Corporate Services Committee.

Carried 9/0

11.2.4 GRANT MARINE PARK - REQUESTS FOR WEDDING CEREMONIES

File No: SUB/232
Attachments: [Grant Marine Park Map](#)
Responsible Officer: Mat Humfrey
Author: Manager Corporate Services
Meagan Hodgson
Community Development Officer

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

Council is being asked to consider the use of Grant Marine Park for wedding ceremonies.

BACKGROUND

In the past few months the Town has received several enquiries from people wanting to have their wedding ceremony at the Grant Marine Park. These inquiries have been for low key ceremonies and have not included requests for receptions.

Many Councils such as the Town of Vincent and City of Stirling allow bookings of their local parks and open spaces. One such use they allow for is that of simple wedding ceremony. Simple wedding ceremonies typically include the wedding service alone, with restrictions on crowd numbers, the use of chairs and any form of entertainment or catering.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

As can be seen from the attached aerial drawing there are only a few houses directly neighbouring Grant Marine Park. Council may wish to write to these residents to gain their input, or require administration to notify them when weddings are to be held.

STAFF COMMENT

If Council were to approve allowing wedding ceremonies at Grant Marine Park, it could do with strict conditions such as;

- Weddings will take place within the hour booked.
- No amplification or sound equipment allowed.
- No more than 100 people.
- No more than 30 chairs.
- No catering.
- No entertainment.

Fees charged for the use of the Grant Marine Park could be based on the structure for beach weddings, which would be as follows:

Up to 60 guests - \$150.00/hr

60 . 100 guests - \$300.00/hr

The purpose for the extra charge is to keep guest numbers down in respect to surrounding residential area and limited parking facilities.

Conditions of hire will also include no decorations to avoid littering, limited set up / pack up times and prohibitions on loitering of guests.

As rangers are on duty Saturdays and Sundays during summer they could monitor all weddings at Grant Marine Park, to ensure conditions are strictly adhered to.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Mayor Morgan questioned which area in particular is being requested for weddings and whether there is a need for officers to be more prescriptive as to the placement of wedding ceremonies at Grant Marine Park. Mayor Morgan queried whether the children's playground area would be separate from the area reserved for weddings. The Manager Corporate & Community Services confirmed that Council have the ability to specify certain areas of Grant Marine Park when wedding applications are made.

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Strzina

THAT Council:

1. Approve the use of Grant Marine Park for simple wedding ceremonies with the following restrictions.
 - a) no more than 100 guests
 - b) ceremonies limited to one hour; with only 1 booking per day
 - c) applicant responsible for all litter
 - d) no more than 30 chairs
 - e) no entertainment for guests
-

- f) no catering of any kind
 - g) residents directly neighbouring Grant Marine Park to be notified of bookings
2. Approve the fee structure of up to 100 guests as follows:
- Up to 60 guests - \$150.00/hr
 - 60-100 guests - \$300.00/hr
3. The use of Grant Marine Park for wedding ceremonies to be reviewed in June 2012.

AMENDMENT

Moved Mayor Morgan, seconded Cr Boland
Amend the recommendation by adding a new part (h) that states ~~%~~hat staff specify the precise location for each application+.

Carried 5/0

AMENDMENT

Moved Cr Boland, seconded Mayor Morgan
Amend the recommendation by adding a new part (4) that states ~~%~~advise neighbouring residents that Council has endorsed wedding ceremonies taking place at Grant Marine Park, and that as per 1(g) residents directly neighbouring Grant Marine Park will be notified of bookings+.

Carried 5/0

COUNCIL DISCUSSION

Council discussed the report and in particular the condition to modify all residents each time an event is planned. After some discussion it was agreed that administration would, as part of the notification process agreed in part 4 of the resolution, provide an opportunity for affected residents to ~~%~~opt out+ of receiving any further notifications as part of resolution 1(g). On that basis it was agreed not to pursue any amendment to the Committee recommendation.

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council:

1. **Approve the use of Grant Marine Park for simple wedding ceremonies with the following restrictions.**
 - (a) **no more than 100 guests**
 - (b) **ceremonies limited to one hour; with only 1 booking per day**
 - (c) **applicant responsible for all litter**
 - (d) **no more than 30 chairs**
 - (e) **no entertainment for guests**

- (f) no catering of any kind
 - (g) residents directly neighbouring Grant Marine Park to be notified of bookings
 - (h) that staff specify the precise location for each application
2. Approve the fee structure of up to 100 guests as follows:
- Up to 60 guests - \$150.00/hr
 - 60-100 guests - \$300.00/hr
3. The use of Grant Marine Park for wedding ceremonies to be reviewed in June 2012.
4. Advise neighbouring residents that Council has endorsed wedding ceremonies taking place at Grant Marine Park, and that as per 1(g) residents directly neighbouring Grant Marine Park will be notified of bookings.

AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 9/0

11.2.5 SUNCORP EVENT APPLICATION

File No: SUB/550-02
Attachments: [Suncorp Event Application](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate Services

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

Council is being asked to consider an application from %Media-V+ to hold the %Suncorp . Sunrise+initiative at Cottesloe beach on four separate occassions.

BACKGROUND

Media-V are a local promotions company that have a contract with SunCorp to provide the SunCorp Sunwise promotion. The promotion basically involves two vehicles (motor-scooters with trailers and signage) being placed on the beach, with staff members in attendance handing out sunscreen sachets and water bottles.

Media-V have asked to have this promotion at Cottesloe Beach on the following dates:

15 December 2011
18 December 2011
12 January 2012
14 January 2012

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Beaches and Beach Reserves Local Law 1999.

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Town receives many requests from promotion companies looking to host promotional events within the Town, particularly on the beaches. An example of an event that has been allowed is the Havianna\$ Thong Challenge, while other events have been declined. The decision usually turns on the type of product that is being promoted and the overall effect that the event will have on beach users. A further consideration is whether the event will add to the beach\$ profile in the wider community.

While this event would provide a community service, it is also likely that it would result in additional litter on the beach as the sachets and water bottles are potentially discarded. It would also involve the placement of commercial banners and signs (temporary) that would promote SunCorp itself.

Whilst not recommended on this occasion, if Council were to approve the promotion it would be prudent to have the following restrictions on the event itself:

- (a) Aside from the sunscreen sachets and water bottles, no promotional products, pamphlets or other similar advertising to be distributed during the course of this event;
- (b) That Media-V provide a copy of a certificate of currency, demonstrating that they have sufficient public liability insurance;
- (c) The vehicles are not to be on the beach before 10.30am and must be off the beach before 2.30pm; and
- (d) Promotional activities are not to take place in any carpark or other public place outside of the activities approved.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council declines the application from Media-V, to have the SunCorp Sunwise event at Cottesloe Beach.

Carried 8/1

11.2.6 REQUEST FOR ACCESS ROAD TO CURTIN AVENUE FROM COTTESLOE RAILWAY PARKING AREA

File No: SUB/610
Attachments: [Copy of Letter](#)
[Plan of Affected Area](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The Public Transport Authority has recently provided an upgraded 72 bay parking area to service railway patron car parking on the west side of the Cottesloe train station. This area is becoming well used but there is no direct road connection between Curtin Avenue and this parking area.

A request has been received for Council to build a road connection to the closest part of Curtin Avenue south of Forrest Street and north of the Cottesloe sub-station.

The recommendation is that Council:

1. Inform the applicant that Council will not be constructing a connection road due west of the PTA car park at the Cottesloe Railway Station, to Curtin Avenue.
2. Write to the Public Transport Authority to request that the Authority fund the improvement of the northern access track connecting to Curtin Avenue as well as an upgrading of the Curtin Avenue intersection to improve safety, as a provision of improved access quality and safety for railway patrons using the Cottesloe Station car park.
3. Consider funding improvements to the northern access track and / or the Curtin Avenue intersection if PTA works have not been agreed to.
4. Inform the applicant of Council's decision on this matter.

BACKGROUND

The current accesses available to this parking area are either from the south, but from a left turn in / left turn out at Jarrad Street or from Curtin Avenue to the north off a junction and via a poor quality track.

The Curtin Avenue road reserve is vested in Council, but the reserve area west of the fenced railway reserve and the eastern boundary of the Curtin Avenue road reserve is not under Council's control.

The Jarrad Street access to the car park does not allow access for vehicles on Jarrad Street travelling to the west because of a median island on Jarrad Street.

The northern access off Curtin Avenue has safety issues due to the angle of the intersection, the speed / volume of Curtin Avenue traffic and the poor quality track connecting to the north end of the upgraded car park.

STRATEGIC IMPLICATIONS

The area involved has been discussed at length by Council and is proposed to become high quality residential land, possibly a Transit Oriented Development (TOD) and one of the alternative alignments for a future West Coast Highway extension.

Any current uses or changes to this area may well be temporary, prior to large scale future redevelopment.

POLICY IMPLICATIONS

There are no Council policies affected by this proposal.

STATUTORY ENVIRONMENT

The land involved is all vested in the Public Transport Authority for ~~the~~ Railway Purposes. Council has no control over that land apart from a small portion leased annually as a drainage sump on the north side of the sub-station.

Under the Perth Metropolitan Regional Scheme a road reserve for a ~~the~~ Primary Regional Road (West Coast Highway) cuts through this land adjacent to the fenced railway reserve.

FINANCIAL IMPLICATIONS

If all vesting and legal issues were resolved, and Main Roads WA approved all line marking and signage required for a new road off Curtin Avenue to the parking area, Council would need to budget in excess of \$40,000 (sealed) to build this short access road.

SUSTAINABILITY IMPLICATIONS

The positive impact of this access would be a more easily used access / egress for the car park serving the Cottesloe train station. The potentially negative impact would be possible tree clearing to create the road access and ensure sight clearance on the Curtin Avenue intersection.

CONSULTATION

Nil

STAFF COMMENT

A large part of the use of this new PTA car park would be for all day parking by train users. Therefore, access would be in the morning when Curtin Avenue was busy and egress in the late afternoon, again with heavy Curtin Avenue vehicle use.

Vehicles travelling north and trying to turn right onto this access would cause an obstruction to through traffic as would south bound cars slowing down to turn left.

Exiting this new road, particularly to head north, would require a higher level of skill, during busy use of Curtin Avenue. Council has no control of the +Railway Purposes+ land through which this requested road would run. If PTA agreed to this use, it is probable that a lease of the area would apply, if Council was to build and maintain this road, at a lease cost to Council.

The site of the proposed new road intersection with Curtin Avenue has safety issues regarding sight clearance, turning movements both into and out of Curtin Avenue, the speed and volume of vehicles on Curtin Avenue and the proximity of nearby intersections with Jarrad Street and Forrest Street. Vehicles travelling south on Curtin Avenue around a bend opposite Forrest Street would also have a reduced reaction time to vehicles pulling out of the car park access road.

Depending on the exact alignment, the new access road construction may require tree clearing for the alignment and to maximise sight clearance at the Curtin Avenue intersection. Council has previously been opposed to the removal of any further trees from this area.

The existing access / egress at Jarrad Street cannot be opened out to allow access for west bound traffic, or egress to the west, due to the proximity of the level crossing gates and the obstruction to traffic flow on Jarrad Street.

In regards to the northern access, a poor quality track connects the north side of the new PTA car park with a junction onto Curtin Avenue. The majority of the track is on +Railway Purposes+ land, uncontrolled by Council.

This intersection and track could be improved in both quality and safety without a major cost i.e. less than \$20,000, however the track improvement would require approval from PTA, prior to works being undertaken.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Rowell

THAT Council:

1. Inform the applicant that Council will not be constructing a connection road due west of the PTA car park at the Cottesloe Railway Station, to Curtin Avenue.
2. Write to the Public Transport Authority to request that the Authority fund the improvement of the northern access track connecting to Curtin Avenue as well as an upgrading of the Curtin Avenue intersection to improve safety, as a provision of improved access quality and safety for railway patrons using the Cottesloe Station car park.
3. Consider funding improvements to the northern access track and / or the Curtin Avenue intersection if PTA works have not been agreed to.
4. Inform the applicant of Councils decision on this matter.

AMENDMENT

Moved Mayor Morgan, seconded Cr Rowell

Amend the recommendation in point (1) by adding the words "on PTA land" after the words "will not be constructing".

Carried 5/0

AMENDMENT

Moved Mayor Morgan, seconded Cr Pyvis

Amend the recommendation by adding a new point (5) that states "Council staff to write to Main Roads WA to request pelican lights be installed on Forrest Street".

Carried 4/1

COMMITTEE RECOMMENDATION

Moved Cr Rowell, seconded Cr Strzina

THAT Council:

1. Inform the applicant that Council will not be constructing on PTA land a connection road due west of the PTA car park at the Cottesloe Railway Station, to Curtin Avenue.
2. Write to the Public Transport Authority to request that the Authority fund the improvement of the northern access track connecting to Curtin Avenue as well as an upgrading of the Curtin Avenue intersection to improve safety, as a provision of improved access quality and safety for railway patrons using the Cottesloe Station car park.
3. Consider funding improvements to the northern access track and / or the Curtin Avenue intersection if PTA works have not been agreed to.
4. Inform the applicant of Council's decision on this matter.
5. Council staff to write to Main Roads WA to request pelican lights be installed on Forrest Street.

AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 5/0

AMENDMENT

Moved Cr Jeanes, seconded Mayor Morgan

That part 1 be amended by replacing the words "will not be constructing" with "declines the request to construct"

Carried 9/0

AMENDMENT

Moved Cr Boland, seconded Mayor Morgan

That part 5 of the recommendation be amended by including the words "Curtin Avenue near" before the words "Forrest Street"

Carried 9/0

COUNCIL RESOLUTION

THAT Council:

- 1. Inform the applicant that Council declines the request to construct on PTA land a connection road due west of the PTA car park at the Cottesloe Railway Station, to Curtin Avenue.**
- 2. Write to the Public Transport Authority to request that the Authority fund the improvement of the northern access track connecting to Curtin Avenue as well as an upgrading of the Curtin Avenue intersection to improve safety, as a provision of improved access quality and safety for railway patrons using the Cottesloe Station car park.**
- 3. Consider funding improvements to the northern access track and / or the Curtin Avenue intersection if PTA works have not been agreed to.**
- 4. Inform the applicant of Councils decision on this matter.**
- 5. Council staff to write to Main Roads WA to request pelican lights be installed on Curtin Avenue near Forrest Street.**

AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 9/0

11.2.7 REQUEST FOR ROW 21 COTTESLOE TO BE EXEMPT FROM FUTURE UPGRADING

File No: SUB/261
Attachments: [Copy of Survey Sheets](#)
[Plan of ROW21](#)
[Policy Right of Way / Laneways](#)
[Item 11.1.3 of Council Minutes 28 February 2011](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The results of a survey detailing comments on the possible exclusion of ROW 21 from any future sealing works, has been received. The survey comments only cover property owners affected by the laneway. The purpose for exclusion from future sealing works is to protect bobtail lizards.

The recommendation is that Council:

1. In relation to its Rights of Way / Laneways policy, exempts the existing non sealed east-west aligned sections of ROW 21 from the need for sealing or drainage improvement, and lists that exemption in the table attached to the policy.
2. Advise in writing the landowners adjacent to ROW 21 that Council has granted the exemption.
3. Modify the 5 year Laneway Upgrading Program by removing all mention of ROW 21.

BACKGROUND

ROW 21 runs from Marmion Street east then turns at the east end to connect into Florence Street. Mid way along its length there is a second unsealed connection to Florence Street. The eastern end connection to Florence Street is sealed. The majority of the east / west length is unsealed.

The laneway width is 5.0 meters from Marmion Street to the central Florence Street connection and 3.0 meters for the eastern section.

The majority of the east / west section is unsealed. A sewer main runs down the laneway.

There have been no requests for sealing in recent years. ROW 21 is on the 5 year program for damage improvements and sealing for 2013/2014 and 2014/2015.

Council currently owns this laneway in fee simple

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council's Right of Way / Laneways policy applies.

STATUTORY ENVIRONMENT

There are no statutory requirements for Council to either seal or not seal its laneways.

FINANCIAL IMPLICATIONS

Council's 5 year upgrading program includes this laneway for damage and sealing, over 2 financial years, for a total of \$100,000. These funds could be re-directed if the work is cancelled.

SUSTAINABILITY IMPLICATIONS

The reason given in the survey for the rejection of laneway upgrading is that this would protect our bobtails who live and commute from house to house. To protect our Flora and Fauna for our children's future.

CONSULTATION

All affected properties appear to have been contacted and asked to fill out the survey form. The received signatures agreeing with the proposal cover the vast majority of owners / residents.

STAFF COMMENT

In regards to the inclusion of this laneway in the 5 year program for laneway upgrading, the laneway can easily be removed from the list in the program. This change can be reflected in February 2012 when all updated 5 year programs are presented to Council.

When considering the application of Council's Rights of Way / Laneways policy to this proposal, clauses 15&16 apply as well as Table 5:

15. Where no application for a development has been received relating to the drainage and sealing of a laneway, and one or more landowner wishes to prevent the sealing and drainage of a laneway, then the concerned landowner(s) would undertake the requirements of #16 to present Council with the case to prevent such sealing and drainage.
16. The demonstration of a local landowner attitude against the drainage and sealing of a laneway to meet a development condition must include the signatures of at least two thirds of all landowners affected by the proposal supporting the no sealing and drainage case and accepting that any future requests to Council from any affected landowner to upgrade or seal that laneway must include an acceptance of two thirds of those owners for

a differential rating payment system for those properties to fund such improvement works.

(5) TABLE OF ROW / LANEWAYS FOR WHICH COUNCIL HAS GRANTED EXEMPTION FROM UPGRADING PURSUANT TO CLAUSES 14-16 OF THIS POLICY:

ROW / Laneway	Date of Council Decision
ROW 14	28 February 2011

Of the 39 affected properties support survey forms have been provided from 28 properties for the proposal. Each signed survey form includes the words:

We the landowners adjoining Right of Way 21 accept that any future requests to Council from any affected landowners to seal and drain the ROW must include an acceptance from at least two thirds of the landowners who support this sealing / draining, for a differential rating payment system to fund works.

The requirements of clauses 15 and 16 are therefore met by the signed forms received.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council:

1. In relation to its Rights of Way / Laneways policy, exempts the existing non sealed east-west aligned sections of ROW 21 from the need for sealing or drainage improvement, and lists that exemption in the table attached to the policy.
2. Advise in writing the landowners adjacent to ROW 21 that Council has granted the exemption.
3. Modify the 5 year Laneway Upgrading Program by removing all mention of ROW 21.

Carried 9/0

11.2.8 2011/2012 ROAD SAFETY IMPROVEMENT AND SPEED RESTRICTION

File No: SUB/707
Attachments: [Five year Road Safety Improvement and Speed Restriction Program](#)
[Sketches of Proposed Traffic Treatment](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 22 November 2011.
Author Disclosure of Interest Nil

SUMMARY

Council has budgeted \$78,667 for the installation of speed restricting and / or road safety improvements on existing streets during 2011/2012. This is part of the ongoing 5 year program for Road Safety Improvement and Speed Restriction.

Given the recent reversals in Council's acceptance of such works, this item seeks to ensure that the three original listed works are still ongoing. Funds are, and will be, spent on survey and design works prior to construction.

The recommendation is that Council resolve to proceed with the budgeted road safety improvement and speed restriction works proposed for:

1. The intersection of Marine Parade and Napier Street;
2. The proposed pedestrian crossing island on Broome Street at the northern end of the tennis courts; and
3. The intersection of Grant Street and Mann Street (rubber speed cushions).

BACKGROUND

After the extensive public consultation program in 2008, site inspections and a search of road files for comments and complaints relating to road safety problems in the Town of Cottesloe, Council's Traffic Consultants delivered the final version of the Town of Cottesloe Traffic Study.

This study contained a list of intersection and mid block changes to the existing road network to reduce speeding and improve safety for pedestrians, cyclists and vehicles in the Town of Cottesloe.

The 5 Year Program is based on the list contained in the study plus the practical knowledge regarding safety issues gathered by staff over many years.

The 2011/2012 listed projects were taken from the approved Year 1 of the 5 Year program.

STRATEGIC IMPLICATIONS

The Future Plan 2006/2010 contains no major objectives or strategies relating to traffic management.

POLICY IMPLICATIONS

Council's Traffic Management Policy applies.

STATUTORY ENVIRONMENT

The care, control and maintenance of public road reserves is vested in the Town of Cottesloe. These powers however, do not include the setting of speed zones. These are determined and signposted by Main Roads WA (MRWA). The Police are then expected to enforce speed zone limits. The construction of traffic control devices on public roads normally requires some form of control or advice signage. These signs must be approved and installed by MRWA which ensures that MRWA can monitor the use of such devices.

Where high speeds are recorded and practical methods exist to reduce such speeds back to legal limits, there is a general expectation that the relevant authorities will design and retro-fit the appropriate speed inhibitors into the road layout.

FINANCIAL IMPLICATIONS

The 2011/2012 budget includes an allocation of \$78,667 for the installations at three sites for speed reduction and / or traffic control.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

The basis of the 5 Year Program comes from the 2008 Town of Cottesloe Traffic study, which included a substantial consultation program.

STAFF COMMENT

Council has previously committed to a long term plan to reduce speeding traffic and install controls at unsafe intersections within the Town of Cottesloe, based on the Traffic Study completed in 2008. A number of issues listed have or will be dealt with via State and Federal Government Black Spot funding applications.

This is the second year of the ongoing program.

The three projects are:

- 1) Installation of a central island in Napier Street, at the Marine Parade intersection, including widening on one side to allow width for the island. This is to allow pedestrians a central island where crossing the intersection and to stop vehicles on Marine Parade using the intersection as a U-turn.
- 2) Installation of a pedestrian crossing island on Broome Street, at the northern end of the tennis courts, to line up with the pedestrian path accessing Bryan Way and Marine Parade. This island would also have a slowing effect on traffic in Broome Street.

- 3) The installation of rubber speed cushions in Mann Street and Grant Street at the intersection. This installation was adopted by Council as an alternative to the State Black Spot funded intersection treatment abandoned in 2009/2010.

Sketches of the proposals are included in Attachmentsq however the final design will depend on Main Roads WA requirements for line marking, signage, shape and length of islands etc.

Council's design consultant is currently working on these designs. Once completed, the designs would normally be sent to Main Roads WA for approval. Once approval is given, a survey layout occurs at each site and quotations are received for the construction.

Council had previously agreed with these works, and included funding in the 2011/2012 budget. Given the abandonment of several such works in recent years, and in order to prevent the wastage of funds on works, possibly now not required by Council, this matter is presented as a further opportunity to either commit to or cancel further expenditure.

VOTING

Simple Majority

COMMITTEE DISCUSSION

Mayor Morgan advised that in his opinion the intersection of Mann Street and Grant Street is a "bad intersection" with the potential to cause accidents, especially for those not familiar with the intersection and the fact that it is a dual lane intersection and may look in the wrong direction for traffic.

Councillor Strzina commented that speed cushions do ensure people travel slower, reducing the risk of accidents, however the Mayor commented that speed cushions cause noise pollution for neighbouring residents and the lesson learnt from Broome Street was that lateral deflection is a preferred option. The Manager for Engineering Services advised that the original approved solution by Main Roads was not accepted by Council and confirmed that previous accidents had been the result of side collisions.

Cr Strzina questioned whether a roundabout with the right design could be a possible solution, as it would work to both slow traffic and make it obvious which direction other traffic is coming from. The Manager for Engineering Services commented that there are significant costs associated with installing roundabouts.

OFFICER RECOMMENDATION

Moved Cr Rowell, seconded Cr Pyvis

THAT Council resolve to proceed with the budgeted road safety improvement and speed restriction works proposed for:

1. The intersection of Marine Parade and Napier Street;
2. The proposed pedestrian crossing island on Broome Street at the northern end of the tennis courts; and

3. The intersection of Grant Street and Mann Street (rubber speed cushions).

AMENDMENT

Moved Cr Pyvis, seconded Cr Rowell

Amend the recommendation by:

- 1) Add a point (1) before the word ~~resolve~~
- 2) Renumber points (1) and (2) as sub points (a) and (b)
- 3) Delete point (3)
- 4) Create a new point (2) to read ~~Request~~ Officers to investigate alternative traffic treatments for the intersection of Grant Street and Mann Street and report back to Council.

Carried 5/0

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

THAT Council:

1. **Resolve to proceed with the budgeted road safety improvement and speed restriction works proposed for:**
 - a) **The intersection of Marine Parade and Napier Street;**
 - b) **The proposed pedestrian crossing island on Broome Street at the northern end of the tennis courts; and**
2. **Request Officers to investigate alternative traffic treatments for the intersection of Grant Street and Mann Street and report back to Council.**

AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 9/0

11.2.9 BLACKSPOT SUBMISSIONS FOR 2012/2013

File No: SUB/573
Attachments: [Copy of Submission](#)
[Black Spot Report August 2011](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

At its August 2011 meeting, Council agreed to support three Blackspot projects in 2012/2013 if State and /or Federal grants were provided for this work.

Initial Main Roads WA (MRWA) information has now been received indicating that only one of these projects would be approved, with a two thirds State Blackspot funding. The project is to undertake a variety of improvements at the Curtin Avenue / Eric Street intersection. Council had originally only supported the project if Federal (100% of cost) funding was received.

State Black Spot funding means that Council would have to provide a \$92,000 contribution to a total project cost of \$276,000.

The recommendation is that Council:

1. Inform Main Roads WA that the recommended approval for a State Blackspot project for a total cost of \$276,000 on the Curtin Avenue / Eric Street intersection in 2012/2013 is not accepted at this time.
2. Request Main Roads WA that the project be considered for inclusion as a Reserve project in 2012/2013 for Federal Blackspot funding.

BACKGROUND

Every year, MRWA makes the data collected on crash statistics available to each local government for their immediate area. Requests are then made for funding submissions under the State and Federal Blackspot programs for solutions to the sites most affected by injuries and damage to property.

A specialist consultant then analyses the data provided and works with the Manager for Engineering Services to determine the sites most likely for success as well as the most applicable treatments.

The data collected is over a five year period and pre-computed costs are assigned to each type of accident to determine a total community cost of accidents occurring at each site. The cost of the proposed treatment is calculated and a Benefit Cost Ratio

(BCR) is then determined. The higher the BCR, the better the chance of the site crash solution being funded from the grant level available. A higher BCR may also indicate that the Federal Blackspot program may fund 100% of the treatment rather than two-thirds by the State program.

The projects put to Main Roads WA prior to the closing date of 15th July 2011 were:

- 1) Curtin Avenue / Princes Street . pedestrian crossing islands
- 2) Curtin Avenue / Eric Street . various intersection upgrades
- 3) Eric Street / Railway Street . increase pre-deflection on northern approach
- 4) Marine Parade / Eric Street . rubber speed cushions on Marine Parade

Of these, at its August meeting, Council resolved to support three of the projects, with the Marine Parade / Eric Street works being rejected.

STRATEGIC IMPLICATIONS

The most applicable provision within the Cottesloe Future Plan 2006/2010 is under *Objective 1 – Protect and enhance the lifestyle of residents and visitors.*

Strategy 1.1 states %Develop an integrated transport strategy that includes park and ride, Cot Cat, Travel Smart, limited parking and the needs of pedestrians, cyclists and other non-vehicular traffic+. Blackspot and similar safety improvements would be part of this objective.

POLICY IMPLICATIONS

The only associated policy is the Traffic Management policy, adopted in 2002. The policy deals with road hierarchy, general overall objectives, the need to foster cycling, pedestrian activity and the use of public transport plus an elaborate series of intervention guidelines when complaints are received regarding potential dangerous sites.

STATUTORY ENVIRONMENT

Main Roads WA (MRWA) is responsible for all traffic control signs and line marking, including ~~Stop~~ ~~Give Way~~ and speed control signs. The Police Department enforces the law in relation to these lines and signs as well as driver compliance with all posted speed limits. Apart from West Coast Highway and Stirling Highway, all road reserves within the town are vested in the Town of Cottesloe. Therefore responsibility for all road surfaces, kerbing, installation and maintenance of traffic control devices and warning signs rests with the Town of Cottesloe, other than intersection traffic lights.

Blackspot funding is available to assist local governments to install properly designed traffic treatments which will improve the safety of the built road system . particularly at proven accident sites.

FINANCIAL IMPLICATIONS

State Blackspot grants are approved on the basis of a \$2:\$1, State: Council contribution level. Federal Government Blackspot grants provide for 100% of the cost for each approved project. Two of these projects have been submitted for State funding, only one for both State and Federal grants and one for Federal funding only.

If Council accepts this State Blackspot grant, it would be committing to a \$92,000 (i.e. 1/3rd) contribution to the works.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

This intersection has had 53 recorded accidents over 5 years and is, by far, Council's worst accident statistic intersection. The total solution would only be provided when West Coast Highway is extended through Cottesloe. Previous plans show a grade separated intersection, with Eric Street passing over a new highway alignment.

This project cost of \$276,000 would fund:

- Extension of right turn pocket on Curtin Avenue (north & south)
- Extension of left turn pocket on western leg of Eric Street
- Upgrade of signal lights to LED (Light Emitting Diodes)
- Overhead mast arm on eastern leg of Eric Street (onto Curtin Avenue)
- Install islands (extend back towards Florence Street) and reinforce priority

This work would improve the intersection by creating more space on turning lanes, improving the sight of signal lights on Eric Street and improving traffic control on Curtin Avenue back to Florence Street.

However, the total solution is the extension of West Coast Highway with an intersection treatment (grade separation) that would cope with up to 25,000 vehicles per day. It is therefore fitting that a Federal Blackspot grant, covering 100% of the cost, is more applicable to cover traffic on a road that should be a highway totally under MRWA control and funding.

The cut off point for Federal funding of Blackspot grants came out at a BCR (Benefit Cost Ratio) of 3.05. This project has a 2.99 factor and might get funded on a Reserve project basis if other approved projects don't get taken up. This tends to happen each year, therefore there is still a chance for Federal (100%) funding in 2012/2013.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council:

- 1. Inform Main Roads WA that the recommended approval for a State Blackspot project for a total cost of \$276,000 on the Curtin Avenue / Eric Street intersection in 2012/2013 is not accepted at this time.**
- 2. Request Main Roads WA that the project be considered for inclusion as a Reserve project in 2012/2013 for Federal Blackspot funding.**

Carried 9/0

11.2.10 SPEED CONTROL AND SAFETY IMPROVEMENT, BROOME STREET, COTTESLOE

File No: SUB/573
Attachments: [Letters from MRWA](#)
[Sketch of Speed Plateaux Railway Street and Napoleon Street intersection](#)
[Sketches of Broome Street Alternative Installations Plan showing Eric Street Blister Island](#)
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Geoff Trigg
Manager Engineering Services
Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

At its September 2011 meeting, Council in regards to the Broome Street speed cushions, resolved to:

- 1) Remove the existing speed cushions and stanchions.
- 2) Request staff investigate the installation of a traffic slowing island similar to the one at the west end of Eric Street preferably located at the crest of the hill opposite Loma Street or alternatively using lateral deflections on either side of the crest.
- 3) Inform all residents of Broome Street from Forrest Street to Napier Street of the proposed treatments.
- 4) Remove the rubber speed cushions in Railway Street, each side of Napoleon Street, and install a flat top plateaux at the intersection of Railway Street and Napoleon Street.
- 5) Inform Procott of the alternative treatment.

Alternative sketched designs were sent to Main Roads WA in regards to item (2) of Councils resolution.

Main Roads WA has answered the request for consideration of those designs.

The recommendation is:

THAT Council:

- 1) Employ a Traffic Engineering Consultancy company to consider viable aesthetic solutions to the problem of speeding vehicles on Broome Street between Forrest Street and Napier Street, including blister islands but excluding rubber speed cushions, at a consultancy cost up to \$5000.
- 2) Consider the funding of a red asphalt speed plateau at the Railway Street / Napoleon Street intersection in the 2012/2013 budget.

BACKGROUND

The speed problems on Broome Street have been a concern to Council for many years. These problems have been covered by a series of traffic studies:

- 1) February 1989: Traffic Management Study, Sinclair Knight & Partners. Broome Street between Forrest Street and Napier Street mentioned as a speed problem. Main Roads WA annual intersection rankings for 1988, includes Broome Street / John Street as a multiple accident site.
- 2) February 2001: Cottesloe Traffic Management Plan . Sinclair Knight Merz. This study provided a page of description regarding Broome Street speed issues plus a plan showing a proposed treatment of the section between Forrest Street and Napier Street. The plan shows a blister island north of Forrest Street plus a kerbed median island for the full length of the section. These treatments were never constructed by Council.
- 3) May 2008: Town of Cottesloe Traffic Study - Porter Consulting. This study includes extensive advertising, speed data, the study of all recorded complaints on excessive speed and dangerous locations, previous studies, plus a community workshop to establish the issues to be studied. For Broome Street, the study recommendations included traffic / pedestrian islands at Loma Street and John Street.

As a result of the 2008 study, Council resolved to consider a new 5 year program for Road Safety Improvement and Speed Restriction, to start in 2009 /2010. That program eventually commenced in the 2010/2011 budget, with the Broome Street rubber speed cushions being part of that list of works.

Separate to these studies, in 2006, Council considered the results of speed counting in 2005, on a large number of roads, including Broome Street and resolved in April 2006 due to the high level of speeding on Broome Street, to install four red asphalt speed plateaux in Broome Street, north of Eric Street if residents agreed to the installations. Letters were sent out and 17 responses received, 15 of which supported the works. On this basis works to install the four speed plateaux commenced but were then abandoned after complaints from four people.

In 2008, due to recorded accidents at the Broome Street / John Street intersection, Council was successful in attracting a State Black Spot grant to install pedestrian crossing and speed restriction islands on each of the four legs of the intersection. Designs were completed and approved by Main Roads WA, the island layout survey marked and a corner light pole was relocated. Council resolved to abandon the works after complaints from residents living on the adjacent properties.

In February 2009 Council adopted its first 5 year program for Road Safety Improvement and Speed Restriction, however year 1 of the program was not funded in 2009/10, as a budget reduction. In the 2010/2011 budget, year 1 of the program was both adopted and funded, with three works to be undertaken, including the Broome Street rubber speed cushions. These speed cushions had been agreed to by Council as a replacement to the abandoned Broome Street / John Street Black Spot works.

In due course, design plans were drawn up and, after required changes, Main Roads WA approved the plans. One major change to the plans was the requirement that bollards had to be installed to protect cyclists on the side shoulders through the three rubber speed cushion installations.

All installations were ordered in 2010/2011 but were put in place during July 2011. After consideration at two Council meetings, as per Council resolution from the September 2011, all bollards and rubber speed cushions were removed from Broome Street in September.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Councils Traffic Management policy as per the attached documents.

STATUTORY ENVIRONMENT

Main Roads WA sets all speed zone levels in the State and the Police Department is responsible for policing those speeds.

Main Roads WA must also view and give approval for plans to install structures to control speeds and arrange line markings and signage.

Council has the vesting responsibility of Broome Street, regarding care, control and maintenance of the road surface and alignment, including speed control structures.

FINANCIAL IMPLICATIONS

The Broome Street speed cushion installation was included in the 2010/2011 budget as part of a \$100,000 allocation for the Safety and Speed program Year 1. The design, lighting and speed cushion / bollard installation cost Council \$33,500.

The Railway Street speed cushions were a 2010/2011 State Black Spot project funded \$20,000 from MRWA and \$10,000 from Council, totalling \$30,000.

There are no funds allocated in the 2011/2012 budget for any changes or alternatives to these installations.

Installation of a properly equipped roundabout would typically cost \$120,000 to \$150,000. A red asphalt intersection plateau at the Railway Street / Napoleon Street intersection would cost approximately \$25,000. These works would not qualify for a Black Spot grant.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Local residents and the community were very involved in pushing for the removal of the Broome Street installations and so Council is well aware of local feelings on this matter, particularly from residents south of Loma Street.

Any device proposed for the Broome Street / Loma Street intersection should require comments being requested from residents from that area.

STAFF COMMENT

As resolved by Council, Main Roads WA was sent a roundabout design and a sketch showing two median islands, one each side of Loma Street.

The request for a design showing an island ~~similar~~ to the one at the west end of Eric Street+ could not be undertaken because the Eric Street island involved no side intersection and the treatment could not be applied at the Loma Street intersection without the intersection being restricted to ~~left in, left out+~~

The roundabout design heavily impacts on the intersection. The south east and north east verges would be cut back and the most southern Civic Centre car park would be reduced in size or removed.

As Main Roads WA has pointed out, a roundabout is normally installed to control turning traffic, not as a pure speed control device on a busy through roadq

The original letter received from MRWA stated that a roundabout would be approved. This statement referred to the proposed line marking and signage. An inspection on site expanded the MRWA understanding of the issues involved and therefore the second letter was sent.

Given the Main Roads WA explanation about the main functions of a roundabout not being speed reduction, the high cost of construction of a roundabout, without grant funding and the impact of a roundabout on adjacent verges, particularly a Civic Centre parking area, a new roundabout at the Broome Street / Loma Street intersection should not be one of the potential solutions for speed control in Broome Street.

It is Council's responsibility to have traffic management designs completed to Councils requirements. Main Roads WA then ~~setsq~~ them for line marking and signage standards.

Only when Black Spot submissions are made, and the State or Federal Government is funding two thirds or 100% of the cost, then the designs are checked to ensure that the reasons for accidents are being addressed with the designs.

The issue on this section of Broome Street has always been one of speeding. A roundabout is mainly aimed at controlling turning traffic and removing side collision type accidents.

Now that Council has abandoned the use of rubber speed cushions and previously abandoned Black Spot treatment at John Street involving median islands on each side of the four street ~~legsq~~ into the intersection, the remaining practical options have been reduced.

The suggestion of blister islands on each side of the Loma Street intersection, on Broome Street, could be considered, with any vegetation planted in the islands being kept low to ensure full vision to drivers using the intersection.

However, as mentioned in the MRWA letter, that Department does not provide solutions to traffic issues and a traffic engineering consultant should be engaged.

Council's main options are:

- 1) Do nothing and accept the liability risk involved.
- 2) Have traffic counts taken prior to considering future actions.
- 3) Allocate funds up to \$5,000 to employ a consultant to consider viable aesthetic solutions to the Broome Street speeding issue, excluding rubber speed cushions and a roundabout.
- 4) Have plans drawn up for blister islands on each side of Broome Street at Loma Street, for public comments to be sought, suitable for formal Main Roads WA consideration.
- 5) Consider the funding of a red asphalt speed plateaux at the Railway Street / Napoleon Street intersection in the 2012/2013 budget.

If Council wishes to find a final solution to this issue, it is recommended that a traffic engineering consultant be employed to consider viable aesthetic options to deal with speeding vehicles on this section of Broome Street, including blister islands on each side of Loma Street but excluding rubber speed cushions.

In regards to the suggested red asphalt plateaux at the Railway Street / Napoleon Street intersection, the first MRWA letter has generally accepted the proposal subject to minor changes. The cost of this work is not included in the 2011/2012 budget.

VOTING

Simple Majority

OFFICER RECOMMENDATION

Moved Mayor Morgan, seconded Cr Rowell

THAT Council:

1. Employ a Traffic Engineering Consultancy company to consider viable aesthetic solutions to the problem of speeding vehicles on Broome Street between Forrest Street and Napier Street, including blister islands but excluding rubber speed cushions, at a consultancy cost up to \$5000.
2. Consider the funding of a red asphalt speed plateaux at the Railway Street / Napoleon Street intersection in the 2012/2013 budget.

AMENDMENT

Moved Mayor Morgan, seconded Cr Rowell

Amend the recommendation by deleting point (1) and replacing it with that Council conduct further traffic monitoring / counting along Broome Street between Forrest and Napier Streets and report back to Council.+

Carried 5/0

COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council:

- 1. That Council conduct further traffic monitoring / counting along Broome Street between Forrest and Napier Streets and report back to Council.**
- 2. Consider the funding of a red asphalt speed plateaux at the Railway Street / Napoleon Street intersection in the 2012/2013 budget.**

AMENDED SUBSTANTIVE MOTION WAS PUT

Carried 9/0

11.2.11 THE GROVE LIBRARY REINJECTION BORE

File No: SUB/
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Mat Humfrey
Manager Corporate Services

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

Council is being asked to consider a budget variation to facilitate works at the Grove Library on a critical part of the library's climate control system.

BACKGROUND

The Grove Library and Community Centre (and the Shire of Peppermint Grove's Administration offices) uses an open-loop aquifer heat exchange system for heating and cooling the buildings. The system comprises one production and one injection bore, and two monitoring bores.

The system has been operating since mid-2010, however towards the end of 2010 water levels in the injection bore rose to above ground level, resulting in flooding and necessitating continual reduction in the re-injection flow rate and thereby reducing the systems performance. This caused the air conditioning system to malfunction over the summer period, creating extremely uncomfortable conditions for customers and Shire staff.

Temporary measures were implemented by the Shire of Peppermint Grove to re-direct the overflow into the stormwater sump and facilitate the functioning of the air-conditioning, while investigations were undertaken. The investigations were coordinated by the project architects Cox Bailey + Howlett Woodland and included the commissioning of an independent report on the causes of, and solutions to, the problems with the re-injection bore.

Due to the complexity of the system and the number of sub-contractors involved in designing, constructing and commissioning the system, the investigation has been prolonged and has required several presentations to the Project Control Group (PCG) by the Architects. The PCG includes the Mayors, Shire President and Chief Executive Officers of the three local governments.

The Project Control Group most recently met on Wednesday 9th November to consider the latest update from the architect. Investigations to date show that:

- there were problems with the original design of the reinjection bore
 - there were apparent inadequacies in the construction of the filtering components of the bore
 - there were apparent inadequacies in the monitoring of the bore
-

The PCG agreed that while investigations into the responsibility for the malfunctioning of the bore and the potential recovery of costs needs to be pursued, there is an urgency to ensure the proper functioning of the air-conditioning system in time for the summer period. The PCG accepted the recommendations of the independent report to construct a new reinjection bore at a cost of \$147,000.

The PCG also requested that action commences immediately to investigate the recovery of costs.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

FINANCIAL IMPLICATIONS

The overall project was approximately \$68,000 under budget.

At the time the Town's financial reports were being prepared, there was a strong indication that this cost would be incurred in the first half of the 2011/12 financial year. As such an accrual was made, which effectively allowed \$40,000 to be carried forward to meet this cost, if it arose. If the funds were not needed, they could be returned to general revenue during the course of the mid-year budget review.

As such, Council will need to fund \$20,000 from the 2011/2012 budget to undertake these repairs. Given the surplus that is available, it would be recommended that this additional cost be authorised as an ~~over expenditure~~, which can be accounted for in the mid-year budget review.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The construction of a new re-injection bore to replace the faulty bore and ensure the effective functioning of the air-conditioning system, has been identified by the Project Control Group as urgent. A thorough investigation of options, including the remediation of the existing bore or the installation of a standard mechanical air-conditioning system, has been undertaken with the optimal option being agreed as the re-injection bore's replacement. This option is seen as maintaining the integrity of the Environmentally Sustainable Design (ESD) goals, while being the most cost effective option.

While the recovery of costs from responsible contractors will be pursued, it is recommended that this action should not delay the replacement of the re-injection bore with the approaching summer months.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Mayor Morgan

THAT Council authorise the expenditure required to install a new re-injection bore with the funds being directed from the funds carried forward (\$40,000) and the 2010/2011 operating surplus (\$20,000).

Carried 9/0

11.2.12 STATUTORY FINANCIAL REPORTS FOR THE PERIOD 01 JULY 2011 TO 31 OCTOBER 2011

File No: SUB/137
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present to Council the Statement of Financial Activity and the Operating Statements by Program and by Nature and Type, the Statement of Financial Position, and supporting financial information for the period 1 July 2011 to 31 October 2011 as included in the attached Financial Statements.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Financial reporting is a statutory requirement under the Local Government Act 1995.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Statement of Financial Activity on page 1 of the attached Financial Statements shows favourable operating revenue of \$106,264. Operating expenditure is \$731,592 or 20% less than year to date budget, and of this, \$598,230 relates to depreciation that had not been run on Council's assets as at 31 October 2011. As the Annual Report for 2011 has now been finalised, Council is in a position to roll the year end start capitalising new assets purchased in the current financial year and also to start running depreciation.

Material variances on the Statement of Financial Activity are outlined on pages 7 and 8 of the attached Financial Statements. Capital expenditure is reported in detail on pages 23 to 27 of the Financial Statements.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Strzina, seconded Cr Rowell

THAT Council receive the Statement of Financial Activity, Operating Statements by Program and by Nature and Type, Statement of Financial Position, and other supporting financial information as included in the attached Financial Statements for the period 1 July 2011 to 31 October 2011, and as submitted to the 22 November 2011 meeting of the Works and Corporate Services Committee.

Carried 9/0

11.2.13 LIST OF ACCOUNT PAID FOR THE MONTH OF OCTOBER 2011

File No: SUB/137
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the list of accounts paid for the month of October 2011, as included in the Financial Statements, to Council.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Financial reporting is a statutory requirement under the Local Government Act 1995.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The list of accounts paid in October 2011 is included in the report on pages 9 to 15 of the attached Financial Statements. The following significant payments are brought to Council's attention;

- \$27,207.60 & \$11,662.25 to Cobblestone Concrete for footpath installation.
 - \$12,704.30 to Synergy for street lighting charges
 - \$45,487.45 to WA Local Government Superannuation Plan for staff superannuation contributions.
 - \$23,859.57 to the Australian Taxation Office for the September 2011 Business Activity Statement.
 - \$137,427.46 to WA treasury Corporation for loan repayments.
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- \$11,815.59, \$10,967.97 & \$10,238.23 to WMRC for waste disposal.
- \$95,021.14 to LGISWA for Council's insurance.
- \$25,300 to ID Consulting for WESROC related projects.
- \$17,748.61 to B & N Waste for green waste collection.
- \$17,765.00 to Digital Mapping Services for the configuration of IntraMaps Public and hosting services.
- \$87,789.06 to Procott Incorporated being levies raised for 2011/2012.
- \$10,213.50 to Civica Pty Ltd as part payment for the Authority upgrade.
- \$20,317.83 TO Wilson Technology Solutions for the purchase of Meter Eye as per the contract agreement.
- \$25,789.35 to Surf Life Saving WA for lifesaving services for October 2011.
- \$96,285.72 to Roads 2000 for road works at Griver Street, Cottesloe.
- \$250,000, \$120,000 & \$390,000 to National Australia Bank being internal transfers to Council's Business Investment Account.
- \$70,062.96 & \$70,767.66 to staff for payroll during October 2011.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Rowell, seconded Cr Strzina

THAT Council receive the List of Accounts paid for the month of October 2011 as included in the attached Financial Statements, as submitted to the 22 November meeting of the Works and Corporate Services Committee.

Carried 9/0

11.2.14 SCHEDULE OF INVESTMENTS AND LOANS AS AT 31 OCTOBER 2011

File No: SUB/150 & SUB/151
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Schedule of Investments and the Schedule of Loans as at 31 October 2011, as included in the attached Financial Statements, to Council.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Financial reporting is a statutory requirement under the Local Government Act 1995.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Schedule of Investments on page 18 of the attached Financial Statements shows that \$4,860,543.56 was invested as at 31 October 2011. Approximately 30% of the funds are invested with the Commonwealth Bank of Australia, 29% with Westpac Bank, 25% with the National Australia Bank and 16% with Bankwest.

The Schedule of Loans on page 19 of the attached Financial Statements shows a balance of \$6,369,750.98 as at 31 October 2011. Included in this balance is \$401,392.76 that relates to self supporting loans.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Strzina, seconded Cr Rowell

THAT Council receive the Schedule of Investments and the Schedule of Loans as at 31 October 2011. These schedules are included in the attached Financial Statements as submitted to the 22 November 2011 meeting of the Works and Corporate Services Committee.

Carried 9/0

11.2.15 PROPERTY AND SUNDRY DEBTORS REPORT AS AT 31 OCTOBER 2011

File No: SUB/145
Responsible Officer: Carl Askew
Chief Executive Officer
Author: Wayne Richards
Finance Manager

Proposed Meeting Date: 22 November 2011
Author Disclosure of Interest Nil

SUMMARY

The purpose of this report is to present the Property and Sundry Debtors Reports as at 31 October 2011, as included in the attached Financial Statements, to Council.

BACKGROUND

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Financial reporting is a statutory requirement under the Local Government Act 1995.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

STAFF COMMENT

The Sundry Debtors Report on pages 20 and 21 of the attached Financial Statements shows a balance of \$98,486.50, of which \$75,644.30 relates to the current month. The balance of aged debtors stood at \$22,842.20.

Property Debtors are shown in the Rates and Charges Analysis on page 22 of the attached Financial Statements and shows a balance of \$2,613,261.75. Of this amount, \$199,754.16 and \$413,496.53 are deferred rates and outstanding emergency services levies respectively. As can be seen on the Statement of

Financial Position on pages 4 and 5 of the Financial Statements, rates as a current asset are \$2,661,334 as compared to \$2,430,010 this time last year.

VOTING

Simple Majority

OFFICER & COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

Moved Cr Strzina, seconded Cr Rowell

THAT Council receive the Property and Sundry Debtors Reports as at 31 October 2011, as included in the attached Financial Statements, at the meeting of the Works and Corporate Services Committee on 22 November 2011.

Carried 9/0

12 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY ELECTED MEMBERS/OFFICERS BY DECISION OF MEETING

Nil

14 MEETING CLOSURE

The Mayor announced the closure of the meeting at 7:45 PM

CONFIRMED MINUTES OF 28 NOVEMBER 2011. PAGES 1 . 80 INCLUSIVE.

PRESIDING MEMBER:

POSITION:

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DATE: / /